

**San Dieguito Union High School District
PERSONNEL COMMISSION**

Regular Meeting Agenda

1:00 P.M., August 11, 2015
710 Encinitas Boulevard, Encinitas, CA 92024
District Office Board Room 101

REGULAR MEETING/OPEN SESSION

1. CALL TO ORDER Commission Chairperson
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF THE AGENDA
Motion by _____, second by _____, to approve the agenda for the August 11, 2015, Personnel Commission Regular Meeting.
4. APPROVAL OF ELIGIBILITY LIST
 - A. Motion by _____, seconded by _____, to approve an Eligibility List for DIRECTOR OF CLASSIFIED PERSONNEL Management Salary Schedule 5-2, Open/Promotional – Dual Certification, six months eligibility from 8/06/15.

CLOSED SESSION

5. ADJOURNMENT TO CLOSED SESSION
Closed session to consider personnel issues pursuant to Government Code Sections 11126 and 54957 (for consideration of litigation, the appointment, employment, evaluation for performance, discipline/release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session).
Topic: Interview Candidates for Director of Classified Personnel
6. Report out from Closed Session
Motions relating to interview and selection of candidates will be made at the meeting.

ACTION ITEMS (See Supplements)

7. APPROVAL OF THE MINUTES
Motion by _____, second by _____, to approve the minutes for the July 14, 2015, Personnel Commission Regular Meeting.
8. ELIGIBILITY LISTS TO BE ESTABLISHED
 - A. Motion by _____, seconded by _____, to establish an Eligibility List for RECEPTIONIST-BILINGUAL(Spanish), SR-33, Open/Promotional-Dual Certification, six months eligibility.
 - B. Motion by _____, seconded by _____, to establish an Eligibility List for SECRETARY, SR-36, Open/Promotional-Dual Certification, six months eligibility.

9. ELIGIBILITY LISTS TO BE APPROVED

- A. Motion by _____, seconded by _____, to approve an Eligibility List for THEATER TECHNICIAN, SR-41, Open/Promotional-Dual Certification, six months eligibility from 7/20/15.
- B. Motion by _____, seconded by _____, to approve an Eligibility List for LEARNING COMMONS TECHNICIAN, SR-40, Open/Promotional-Dual Certification, six months eligibility from 7/21/15.
- C. Motion by _____, seconded by _____, to approve an Eligibility List for NUTRITION SERVICES ASSISTANT I, SR-25, Open/Promotional-Dual Certification, six months eligibility from 7/23/15.
- D. Motion by _____, seconded by _____, to approve an Eligibility List for RECEPTIONIST, SR-32, Open/Promotional-Dual Certification, six months eligibility from 7/24/15.

DISCUSSION/INFORMATION ITEMS (See Supplements)

10. STAFF COMMENTS ON PERSONNEL ACTIVITIES

- A. Vacancy Report
- B. Employment Listing
- C. Vacancy on Personnel Commission

11. CORRESPONDENCE

12. PUBLIC COMMENTS

The Public Comments Section of the meeting provides the opportunity for individuals to address items that are not on the agenda. In accordance with the Brown Act, Personnel Commissioners may not engage in a discussion of non-agenda items or issues raised during public comments except to 1) acknowledge receipt of the information, 2) refer it to staff for further study, or 3) refer the matter to the next agenda.

- A. California School Employees Association
- B. San Dieguito Union High School District
- C. Public Comments

13. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, September 8, 2015, at 4:00 P.M. in the District Office Large Board Room 101, 710 Encinitas Boulevard, Encinitas, CA 92024.

14. ADJOURNMENT