

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

Regular Meeting Minutes

3:30 P.M., March 12, 2019
710 Encinitas Blvd., Encinitas, CA 92024
San Dieguito Union High School District Office - Board Room

REGULAR MEETING/OPEN SESSION

1. CALL TO ORDER

The meeting was called to order at 3:35 p.m. by JOHN BAIRD.

2. PLEDGE OF ALLEGIANCE

Commissioner Baird led the pledge of allegiance.

INTRODUCTION

Director Dixon introduced Diane Herrera, new Confidential Executive Assistant in Human Resources.

Members in Attendance

John Baird
Jeff Charles
Justin Cunningham

Staff in Attendance

Susan Dixon, Director
Barbara Bass, Human Resources Analyst
Kathy Potter, Human Resources Technician

Guests

Laura August
Carmen Blum
Sheila Graciano
Diane Herrera
Debbie Johnson
Tina Peterson

3. APPROVAL OF THE AGENDA FOR THE MARCH 12, 2019, PERSONNEL COMMISSION REGULAR MEETING.

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve the agenda for the March 12, 2019, Personnel Commission Regular Meeting.

Passed unanimously with 3 Ayes

4. APPROVAL OF THE MINUTES FOR THE FEBRUARY 12, 2019, PERSONNEL COMMISSION REGULAR MEETING.

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve the minutes for the February 12, 2019, Personnel Commission Regular Meeting.

Commissioner Baird requested a modification to Item #7 to more accurately summarize comments he made.

Passed unanimously with 3 Ayes

ACTION ITEMS

5. ELIGIBILITY LISTS TO BE ESTABLISHED

- A. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish an Eligibility List for RECEPTIONIST, SR-32, Open/Promotional-Dual Certification, six months eligibility.
Passed unanimously with 3 Ayes

6. ELIGIBILITY LISTS TO BE APPROVED

- A. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for HEALTH TECHNICIAN, SR-35, Open/Promotional, eligibility from 2/11/19.
Passed unanimously with 3 Ayes
- B. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve an Eligibility List for CUSTODIAN, SR-32, Open/Promotional-Dual Certification, eligibility from 2/25/19.
Passed unanimously with 3 Ayes

DISCUSSION/INFORMATION ITEMS (See Supplements)

7. PROPOSED RULE REVISIONS 4.8, 4.9 13.1 (FIRST READ)

Director Dixon highlighted the reasons for the proposed revisions and explained that CSEA and District leadership were in support of the proposed changes as presented. A lengthy discussion among the commissioners and PC staff ensued. Commissioner Baird expressed multiple concerns throughout the discussion including: existing language in 4.8 G. H. and J. and the proposed change to 4.9 B. All the commissioners inquired as to why the proposed changes to 13.1 did not include a breakdown of 1.a. The commissioners were in agreement that 4.8 P.; 4.9 C. and D.2.a. were acceptable as proposed. Director Dixon said she would discuss 13.1 further with CSEA and District leadership and report back at the next regular meeting during a second reading of the proposed rule revision.

8. STAFF COMMENTS ON PERSONNEL ACTIVITIES

- A. Vacancy Report –
- B. Personnel List Report
- C. Other – Director Dixon announced that Debbie Johnson had been selected as the District Classified School Employee of the Year and that her candidacy has been forwarded to the SDCOE for county-wide consideration. The celebration event has been confirmed for May 21, starting at 2:30PM, separate from the monthly Personnel Commission meeting, and will run until all employees who would like to attend have had a chance to participate in the festivities.

9. CORRESPONDENCE- None

10. 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 to staff for further study, or 3) refer the matter to the next agenda.

- A. California School Employees Association –Matt Colwell had prepared a statement to be read in his absence thanking Director Dixon and PC staff for their efforts with the Classified School Employee of the Year Program.
- B. San Dieguito Union High School District - None
- C. Public – Carmen Blum expressed disappointment that proposed rule revisions did not include separating 13.1 1.a as suggested in the California School Personnel Commissioners Association (CSPCA) model rules. She requested that the revision be reconsidered.

11. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, April 9, 2019, at 3:30 P.M. at San Dieguito UHSD office, 710 Encinitas Boulevard, Encinitas, CA 92024.

12. ADJOURNED – 6:45 PM