

MADERA UNIFIED SCHOOL DISTRICT

Personnel Commission Meeting
AGENDA

Regular Meeting
Thursday, November 15, 2012
Madera Unified School District Workshop Room
1902 Howard Road, Madera, CA 93637
5:30 PM – Open Session

OUR MISSION

Highest Student Achievement
A Safe and Orderly Learning Environment
Financially Sound and Effective Organization

1. **Pledge of Allegiance, Opening and Acknowledgement of Visitors and Media**

2. **Adoption of Agenda**

Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.

3. **Communications**

A. Public Hearing for visitors who wish to speak on a subject not on the Commission agenda. Fifteen minutes of this portion of the meeting are reserved for members of the public to address the Commission on items not listed on the agenda and within the jurisdiction of the Commission. Speakers are limited to three (3) minutes. The Commission is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Commission does not respond to public comment at this time. If you wish to address the Commission, come to the podium and state your name and address.

4. **Consent Agenda**

Items listed under the consent agenda are considered to be routine and are acted on by the Commission in one motion. There is no discussion of these items prior to the Commission's vote unless a member of the Commission, staff or public requests specific items be considered and discussed separately and/or removed from the Consent Agenda prior to the adoption of the Agenda. It is understood that the Administration recommends approval on all consent items. Each item on the consent agenda approved by the Commission shall be deemed to have been considered in full and adopted as recommended.

A. Routine business transactions, annual renewal of programs, bids, agreements, notices of public hearings and proclamations:

1. Approve minutes from September 20, 2012 regular meeting
2. Approve Eligibility Lists for Administrative Assistant IV Confidential, Clerk II, Grounds Person I, Paraprofessional Aide –Physically Impaired, Relief Bus Driver/ School Bus Driver

5. Old Business

- A. Second Reading and adoption: Revision to PC Rule 2.1.1.1
- B. Second Reading and adoption: Revision to PC Rules 4.2.5, 6.1.4 and 8.3.4.3

6. New Business

- A. Discuss and approve new job description, title change and salary recommendation for Information and Technology department – IT Support Technician
- B. Approve initial salary step placement at step 7 for Spanish Translator/Interpreter
- C. Discuss CSEA intention to appoint Al Galvez as CSEA Appointee for the term December 1, 2012 to December 1, 2015.

7. Information and Reports

8. Announcements

9. Advance Planning

Next Regular Personnel Commission Meeting

Thursday, December 20, 2012 at 5:30 pm
Madera Unified School District Boardroom
1902 Howard Road
Madera, California 93637

10. Suggested Future Agenda Items