

MADERA UNIFIED SCHOOL DISTRICT

**Personnel Commission Meeting**  
**AGENDA**

Regular Meeting  
Thursday, September 20, 2012  
Madera Unified School District Board 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 July 23, 2012 Special meeting
2. Approve Eligibility Lists for Administrative Assistant II - Part time, Career Technician, Child Nutrition Assistant II, Health Services Assistant, Paraprofessional - Special Needs, Spanish Translator-Interpreter, Grounds person II, Transportation Router, Child Nutrition Assistant I, Classroom Aide- Preschool

**6. New Business**

- A. Presentation and approval of New Salary Structure for Classified Employees
- B. Discuss and approve new position and job description for Information and Technology department – Data Technician
- C. **First Reading:** Revision to PC Rule 2.1.1.1
- D. **First Reading:** Revision to PC Rules 4.2.5, 6.1.4 and 8.3.4.3
- E. Approve Personnel Commission 2011-2012 Annual Report

**7. Information and Reports**

**8. Announcements**

**9. Advance Planning**

**Next Regular Personnel Commission Meeting**

Thursday, October 11, 2012 at **4:30 pm**  
Madera Unified School District Boardroom  
1902 Howard Road  
Madera, California 93637

**10. Suggested Future Agenda Items**