

**SANTA CRUZ CITY SCHOOLS**  
**Regular Meeting of the Personnel Commission**

**Minutes**

Tuesday, February 4, 2020

Time: 4:03PM

Conference Room 5, SCCS District Office

133 Mission Street, Santa Cruz, CA 95060

**1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**1.1 Pledge of Allegiance**

Meeting called to order at 4:03PM.

Members Present:

- Mr. Mark Violante
- Mr. Brian Murtha

Personnel Department Present:

- Ms. Keneé Houser, Director, Classified Personnel
- Ms. Denice Grogan, Human Resource Specialist

**1.2 Welcome and Explanation of Format**

**1.3 Establishment of Quorum**

- Quorum established

**1.4 Agenda Deletions or Changes of Sequence**

**2.0 PUBLIC COMMUNICATIONS**

**3.0 DIRECTOR'S REPORT**

Classified Personnel Actions 2019-2020

	Jan	Dec	Nov	Oct	Sept	Aug	July	Total
New Hire	5	5	3	12	11	13	3	52
Rehire				1	1			2
Increase FTE			1	4	5	4	6	20
Decrease FTE			1	1	1	1		4
Promotion	1			3	2			6
Transfer			5					5
Lateral Move					1	1		2
Vol. Demotion	1				1		1	3
Temp Hire	6	2	1	2	7	2	3	23

39-mo Reemployment Plan			1		1			2
Job Abandon					1			1
Released		1				1		2
Resign	3	2		8	3	4	3	23
Retire		3	1			1		5

Open	13	13	13	19	21	26	22	
Open Temp	2	2	3	4	3	6	1	
Pending	3	2	6	1	1	2	2	

**Notes:**

1. 2 resignations (Food Service and Behavior Technician-PBIS were for different jobs). 1 resignation (Food Service) was due to moving.

- **Update:**
  - Recruitment Update
  - Personnel Actions
  - CSPCA Annual Conference Feb. 20-22

#### 4.0 PUBLIC BUSINESS

##### 4.1 Consider Approval of Minutes

Motion: Approve the minutes for the meeting of January 14, 2020 as submitted.

Motion: Brian                      Second: Brian                      Abstain: Mark                      Yes: 1                      Absent: Pam

##### 4.2 Consent Agenda

4.2.1 Concerning Regular Assignments

4.2.2 Concerning Provisional and Limited Term Assignments

4.2.3 Concerning Exempt Assignments

4.2.4 Eligibility Lists Established

Motion: Approve the Consent Agenda Items as submitted.

Motion: Brian                      Second: Brian                      Abstain: Mark                      Yes: 1                      Absent: Pam

##### 4.3 2019-20 Budget Expenditures for this Period

Motion: Approve the Budget Expenditures for this period as submitted.

Motion: Brian                      Second: Brian                      Abstain: Mark                      Yes: 1                      Absent: Pam

#### 5.0 OLD BUSINESS

- None

#### 6.0 NEW BUSINESS

##### 6.1 Action: Approve Step for Campus Safety Supervisor

Background: Per Merit Rule 1300.1 regarding salary placement: The Director may approve the initial salary placement at steps 1-3. Placement above step three (3) must be approved by the Commission. The Director is asking the Commission to consider placing a newly hired Campus Safety Supervisor at Step 6. He comes with 28 years of experience working with youth, coaching soccer and baseball. He has experience working an outreach program with the Salinas Police Department. He has worked for City of Santa Cruz for 12 Years. Accepting this job (at Step 6) will be a pay cut for him, but it is his dream job. The steps for this range are as follows:

Step 3: \$19.74

Step 4: \$20.74

Step 5: \$21.76

Step 6: \$22.85

Motion: Commission approves whatever the most votes receive between Step 5 and Step 6.

Motion: Brian                      Second: Mark                      Abstain:                      Yes: 2                      Absent: Pam

Additional Information: Mark and Brian have agreed to let Pam's vote be the deciding factor for Step 5 or Step 6. Pam was polled on Wednesday, February 5, 2020 and agreed to Step 6 for the Campus Safety Supervisor position at Soquel High School.

#### 7.0 REPORTS AND COMMENTS

##### 7.1 Chairperson's Report

- None

##### 7.2 Commission Members' Reports or Comments

- None

#### 8.0 PUBLIC COMMUNICATIONS

- None

**9.0 INFORMATION AND FUTURE MEETINGS**

- The next meeting will be held at 4:00 p.m. on Tuesday, March 3, 2020 at 133 Mission Street in Conference Room 5.

**11.0 CLOSED SESSION**

- None

**12.0 ADJOURNMENT**

Adjournment at 4:47PM.