

## **VIRTUAL PERSONNEL COMMISSION MEETING**

November 10, 2020 at 4:30pm

### **MODIFIED MEETING PROCEDURES DURING COVID-19 (CORONAVIRUS) PANDEMIC:**

As per Executive Order N-29-20 from Governor Newsom, the Santa Monica-Malibu Unified School District Personnel Commission meetings will move to a virtual/teleconferencing environment using Zoom. The purpose of the Governor's executive order is to control the spread of Coronavirus (COVID-19) and to reduce and minimize the risk of infection by "limiting attendance at public assemblies, conferences, or other mass events." The intent is not to limit public participation, but rather to protect public health by following the Governor's Stay at Home executive order and LA County's Safer at Home order.



### **JOIN ZOOM MEETING**

<http://bit.ly/SMMUSDPCMEETING>

**Meeting ID: 898 6103 9433**

**Password: SMMUSD**



### **PROVIDE PUBLIC COMMENT**

You may submit a request to make a public comment by e-mail to: [jhatch@smmusd.org](mailto:jhatch@smmusd.org)

- **Requests must be submitted no later than 5:00 p.m. on Monday, November 09, 2020**
- **Please include your full name and the specific agenda item you wish to speak to or if you would like to address a non-agenda item**
- **During the meeting via Zoom, speakers will be called upon and unmuted to make a comment – please use your full name as your Zoom profile to help expedite the process**



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

## **PERSONNEL COMMISSION MEETING AGENDA**

**November 10, 2020**

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Tuesday, November 10, 2020**, at **4:30 p.m.**, via Zoom.

### **I. General Functions:**

- G.01 Call to Order
- G.02 Roll Call
- G.03 Pledge of Allegiance
- G.04 Report from Closed Session
- G.05 Approval of Agenda for Regular Meeting on November 10, 2020

<b>Commissioner</b>	<b>M</b>	<b>S</b>		<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>ABSENT</b>
Lauren Robinson							
Maria Stewart							
Phillip Tate							

- G.06 Approval of Minutes for Regular Meeting on October 14, 2020

<b>Commissioner</b>	<b>M</b>	<b>S</b>		<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>ABSENT</b>
Lauren Robinson							
Maria Stewart							
Phillip Tate							

- G.07 Report from the Director of Classified Personnel
- G.08 Personnel Commissioner Comments/Reports
- G.09 Communications
- G.10 Public Comments



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

## **PERSONNEL COMMISSION MEETING AGENDA**

Electronically Recorded (AUDIO ONLY)

**November 10, 2020**

### **PERSONNEL COMMISSIONERS:**

Mrs. Lauren Robinson, Mrs. Maria Stewart, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Tuesday, November 10, 2020**, at **4:30 p.m.**, via Zoom.

### ❖ **Instructions on Public Comments:**

Persons wishing to address the Personnel Commission must submit a request to make a public comment by e-mail to [jhatch@smmusd.org](mailto:jhatch@smmusd.org) no later than 5:00 p.m. on Monday, November 9, 2020. Please include your full name and the specific agenda item you wish to speak to *or* if you would like to address a non-agenda item if the subject matter is not scheduled on this meeting's agenda.

### **OPEN SESSION**

#### **I. GENERAL FUNCTIONS:**

G.01 Call to Order:

G.02 Roll Call:

G.03 Pledge of Allegiance:

G.04 Report from Closed Session of Personnel Commission

G.05 Approval of Agenda for Regular Meeting on November 10, 2020

G.06 Approval of Minutes for Regular Meeting on October 14, 2020

G.07 Report from the Director of Classified Personnel:

This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

G.08 Personnel Commissioner Comments/Reports:  
 This is time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

G.09 Communications:  
 The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
- Board of Education Report

G.10 Public Comments:  
 Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

**II. CONSENT CALENDAR:**

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

<u>Classification</u>	<u># Eligibles</u>
Custodian	14
Elementary Library Coordinator	15
Health Office Specialist	3

List Extension (Personnel Commission Rule §6.1.3.: *Duration of Eligibility Lists*)

Health Office Specialist	2
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C.02 Advanced Step Placement:  
 Jeffery Hanford in the classification of Paraeducator-3 at Range A-28 Step B

**III. ACTION ITEMS:**

These items are presented for ACTION at this time.

- None

**IV. COMMISSIONER TRAINING/BRIEFING:**

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- None

**V. DISCUSSION ITEMS:**

These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- None

**VI. INFORMATION ITEMS:**

These items are placed on the agenda as information and do not require discussion.

I.01 Open Personnel Requisitions Status Report

I.02 Filled Personnel Requisitions Status Report

- None

I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)

- October 15, 2020
- November 5, 2020

I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)

- October 15, 2020
- November 5, 2020

I.05 Personnel Commission's Twelve-Month Calendar of Events

- 2020 - 2021

I.06 Board of Education Meeting Schedule

- 2020 – 2021

**VII. PERSONNEL COMMISSION BUSINESS:**

B.01 Future Items:

<b>Subject</b>	<b>Action Steps</b>	<b>Tentative Date</b>
Tucker Eligibility	Commissioner Training/ Briefing	December 9, 2020

**VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:**

Tuesday, December 9, 2020, at 4:30 p.m. – *via Zoom*

**IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:**

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the “Request to Address” card prior to the start of closed session.

**X. CLOSED SESSION:**

- No Closed Session

**XI. ADJOURNMENT:**

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

Submitted by:



Joshua Kahn  
Secretary to the Personnel Commission  
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 70-279.



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

**PERSONNEL COMMISSION MEETING  
MINUTES**

Electronically Recorded (AUDIO ONLY)

**October 14, 2020**

**PERSONNEL COMMISSIONERS:**

Mrs. Lauren Robinson, Mrs. Maria Stewart, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, October 14, 2020**, at **4:34 p.m.**, via Zoom.

❖ **Instructions on Public Comments:**

Persons wishing to address the Personnel Commission must submit a request to make a public comment by e-mail to [jhatch@smmusd.org](mailto:jhatch@smmusd.org) no later than 5:00 p.m. on Tuesday, October 13, 2020. Please include your full name and the specific agenda item you wish to speak to or if you would like to address a non-agenda item if the subject matter is not scheduled on this meeting's agenda.

**OPEN SESSION**

**I. GENERAL FUNCTIONS:**

**G.01 Call to Order: The Open Session of the Regular Meeting of the Personnel Commission was called to order at 4:34 p.m.**

**G.02 Roll Call: Commissioners Robinson, Stewart, and Tate were present.**

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson			✓			
Maria Stewart	✓		✓			
Phillip Tate		✓	✓			

**G.03 Pledge of Allegiance: Commissioner Stewart led all in attendance in the Pledge of Allegiance.**

**G.04 Report from Closed Session:**

- None

**G.05 Motion to Approve Agenda: October 14, 2020**  
**It was moved and seconded to approve the agenda as submitted. The motion passed.**

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson			✓			
Maria Stewart	✓		✓			
Phillip Tate		✓	✓			

**G.06 Motion to Approve Minutes: September 9, 2020**

It was moved and seconded to approve the minutes as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson			✓			
Maria Stewart	✓		✓			
Phillip Tate		✓	✓			

**G.07 Report from the Director of Classified Personnel:**

This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates
  - Director Kahn updated the Personnel Commission on the Personnel Commission Office daily operation as staff performs their duties remotely as well as in-person in the Personnel Commission Office based on a set schedule in order to adhere to all District's health safety procedures.
  - Director Kahn informed the Personnel Commission about opening of the Director, Risk Management recruitment led by Ms. Clare Caldera, Personnel Analyst.
  - Director Kahn reported the Personnel Commission about scheduling examination dates for Health Office Specialist, Elementary Library Coordinator, Custodian, Gardener, Paraeducator-1,2,3, Instructional Assistant – Classroom, Instructional Assistant – Bilingual, Translator/Interpreter, Buyer, Administrative Assistant, and Senior Network Engineer. Director Kahn expressed his gratitude to his staff for their diligence and hard work.
  - Director Kahn updated the Personnel Commission on staff processing a large volume of unemployment claims for classified and non-merit employees. In the last fiscal year, from July 1, 2019 to October 14, 2019, the Personnel Commission Office received and processed forty-seven (47) claims in comparison to two hundred and thirty-three (233) for the same period this year. Director Kahn acknowledged Ms. Julie Younan, Human Resources Technician, for playing an instrumental role in the process by distributing and reviewing these claims for accuracy as well as providing feedback. She identified a number of fraudulent claims. She has informed the effected employees assisting them with filling the appropriate documentation, so that they could take the necessary actions to prevent further harm from this identity theft.
  - Director Kahn was pleased to announce that several classified employees, who were impacted by the recent layoffs, found promotional employment opportunities within the District or have been placed on



**active eligibility lists. Several Children's Center Assistants have become Paraeducators with higher pay and more work hours.**

**G.08 Personnel Commissioner Comments/Reports:**

This is a time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

- **None**

**G.09 Communications:**

The Communications Section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- **SEIU Report**
  - **Mr. Mock, the Chief Steward, informed the Personnel Commission about the Memorandum of Understanding between SEIU and the District, signed on October 13, 2020. The negotiation team continues their work with the District regarding the future school re-opening.**
  - **Mr. Mock updated the Personnel Commission with initiatives of the Special Education and Maintenance and Operations labor management teams to address safety protocols and additional training in preparation for school re-opening.**
  - **Mr. Mock informed the Personnel Commission about SEIU and the District collaboratively developing a plan to re-instate the Child Development Services program.**
  - **Mr. Mock notified the Personnel Commission about SEIU's initiatives in preparation for the upcoming elections.**

**Board of Education Report**

- **Dr. Kelly reported on the District's activities and initiatives related to distance learning. The District is also actively preparing for future return of students to campuses.**
- **Dr. Kelly reported on the negotiated Memorandum of Understanding with SEIU, signed on October 13, 2020. Similar Memorandum of Understanding was signed with the teachers' union in August, and now a fifth addendum is ready for approval as discussions evolve around distance learning implementation.**
- **Dr. Kelly informed the Personnel Commission about the Board of Education major action item to discuss a purchase of Santa Monica Hotel to become the new District Office next year. The detailed report will be given to the Board at their next regular meeting on October 15, 2020.**
- **Dr. Kelly encouraged the Personnel Commission to follow Dr. Drati's updates relative to distance learning and school re-opening plans presented at each Board of Education meeting as part of the Superintendent's Report. Dr. Drati will host two Town Hall Meetings to share the District school re-opening planning progress with the community on October 21, 2020 for secondary school, and on October 26, 2020 for elementary schools. Dr. Drati has made a similar presentation to the Special Education District Advisory Committee, Para-Teacher**

**Association Executive Board, Health and Safety District Advisory Committee, and District English Learner Advisory Committee.**

- **Dr. Kelly encouraged the Personnel Commissioners to vote in the Santa Monica Board of Education election.**

**G.10 Public Comments:**

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting’s agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during “Public Comments” except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

- **None**

**II. CONSENT CALENDAR:**

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

**C.01 Approval of Classified Personnel Eligibility List(s):**

<u>Classification</u>	<u># Eligibles</u>
Elementary Library Coordinator	5
Health Office Specialist	4
Paraeducator-1	10
Paraeducator-2	1
Paraeducator-3	6

**C.02 Advanced Step Placement:**

Natasha Watson in the classification of Workability Assistant at Range A-33 Step D

**C.03 Advanced Step Placement:**

Annie Wong in the classification of Physical Therapist at Range A-63 Step B

**It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Items C.01 – C.03. The motion passed.**

<b>Commissioner</b>	<b>M</b>	<b>S</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>ABSENT</b>
Lauren Robinson			✓			
Maria Stewart	✓		✓			
Phillip Tate		✓	✓			

## **REPORT AND DISCUSSION**

- **None**

### **III. ACTION ITEMS:**

These items are presented for ACTION at this time.

- **None**

### **IV. COMMISSIONER TRAINING/BRIEFING:**

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- **None**

### **V. DISCUSSION ITEMS:**

These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- **None**

### **VI. INFORMATION ITEMS:**

These items are placed on the agenda as information and do not require discussion.

- I.01 Open Personnel Requisitions Status Report
- I.02 Filled Personnel Requisitions Status Report
  - None
- I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
  - September 17, 2020
  - October 1, 2020
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
  - September 17, 2020
  - October 1, 2020
- I.05 Personnel Commission's Twelve-Month Calendar of Events
  - 2019 - 2020
- I.06 Board of Education Meeting Schedule
  - 2019 – 2020

**VII. PERSONNEL COMMISSION BUSINESS:**

B.01 Future Items:

<b>Subject</b>	<b>Action Steps</b>	<b>Tentative Date</b>
Commissioner Training/Briefing: TBD	Commissioner Training	TBD

**VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:**

Tuesday, November 10, 2020, at 4:30 p.m. – *via Zoom*

**IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:**

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the “Request to Address” card prior to the start of the closed session.

- None

**X. CLOSED SESSION:**

- No Closed Session

**XI. ADJOURNMENT:**

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

**It was moved and seconded to adjourn the meeting.**

<b>Commissioner</b>	<b>M</b>	<b>S</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>ABSENT</b>
Lauren Robinson			✓			
Maria Stewart	✓		✓			
Phillip Tate		✓	✓			

**TIME ADJOURNED: 4:52 p.m.**

Submitted by:

\_\_\_\_\_  
Joshua Kahn  
Secretary to the Personnel Commission  
Director, Classified Personnel

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## II. Consent Calendar:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Maria Stewart							
Phillip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

## PERSONNEL COMMISSION

### Regular Meeting: Tuesday, November 10, 2020

**AGENDA ITEM NO: II.C.02**

SUBJECT: Advanced Step Placement – Jeffery Hanford

Hire Date: 10/27/2020

ASP Request Submitted: 10/27/2020

**BACKGROUND INFORMATION:**

<b>Classification Title:</b> Paraeducator-3	<b>Employee:</b> Jeffery Hanford	<b>Calculation of Advanced Step Recommendation</b>
<p><b><u>Education:</u></b></p> <p>Must have a high school diploma or its recognized equivalent <u>and</u> <b>ONE</b> of the following:</p> <ul style="list-style-type: none"> <li>• Completed 48 units at an institution of higher learning; OR</li> <li>• Obtained an Associate's (or higher) degree; OR</li> <li>• Have at least one (1) year experience working with individuals with special needs; OR Must pass the District's Instructional Assistant written examination demonstrating knowledge of and the ability to assist in instructing reading readiness, writing readiness and mathematics readiness</li> </ul> <p><b><u>EXPERIENCE:</u></b></p> <p>At least six (6) months experience working with individuals with exceptional needs and/or behavioral, social-emotional deficits are required. This experience must be directly related to behavior modification within last five (5) years</p>	<ul style="list-style-type: none"> <li>• Jeffery Hanford has a Bachelor of Science degree in Health Care Management.</li> <li>• Jeffery Hanford meets experience standards.</li> </ul>	<p><b>1</b> level of education above the required level = <span style="border: 1px solid black; padding: 2px;">1 Step Advance</span></p> <p><b>0</b> (2-year periods) of experience above the required level = <span style="border: 1px solid black; padding: 2px;">0 Step Advance</span></p>
<p><b><u>Total Advanced Steps: 1 (Education) + 0 (Experience) = 1 Advanced Step = STEP B</u></b></p>		

**DIRECTOR'S COMMENTS:**

Mr. Hanford's education exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-28 at Step A is \$17.68/hour, while Step B is \$18.57/hour.

**DIRECTOR'S RECOMMENDATION:**

It is recommended that the Personnel Commission approve Advanced Step Placement for Jeffery Hanford at Range A-28, Step B on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment.*

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson						
Maria Stewart						
Phillip Tate						

#### **RULE 12.2.4.B: SALARY ON EMPLOYMENT**

A new employee may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the new employee is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry in the classification. The request or recommendation shall be submitted, in writing, to the Director of Classified Personnel. The Advanced Step Placement is subject to the recommendation of the Director of Classified Personnel and approval of the Commission. The Director of Classified Personnel shall base the recommendation on a determination that the new employee's previous experience and qualifications substantially exceed the qualifications of the classification.

### 16.3 Step Advancement

16.3.1 Upon entering employment on Step A, each regular classified unit member, after satisfactory completion of the first six (6) months in a permanent position, shall advance to the next step on the appropriate range of the salary schedule. Thereafter, he/she shall advance one (1) step on the salary schedule upon completion of each year of continuous and satisfactory service until the maximum salary is reached.

16.3.2 Upon entering employment on Step B or higher, each regular classified unit member shall advance to the next step on the appropriate range of the salary schedule after the completion of one (1) year of satisfactory service and in one (1)-year increments thereafter until the maximum salary is reached.

16.3.2.1 The parties agree that there shall be a single classified salary schedule upon which all unit members shall be compensated.

16.3.3 Salary advancement shall be computed only on the first (1<sup>st</sup>) of each calendar month. When an anniversary date falls on or before the fifteenth (15<sup>th</sup>) of the month, the increment shall be figured on the first (1<sup>st</sup>) of the month. When the anniversary date falls after the fifteenth (15<sup>th</sup>) of the month, the increment shall be figured the first (1<sup>st</sup>) of the following month.

### 16.4 Advanced Step Placement:

A unit member may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the unit member is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry into the classification.

16.4.1 Unit members being promoted may be offered advanced step placement upon the supervisor's request. This request shall be supported by at least one of the following criteria:

- a. Unit member was originally hired in an entry level classification in which Advanced Step Placement was not offered; and/or
- b. Recruitment difficulty as evidenced by failure to obtain a rank of three (3) through the testing process, or a lack of qualified applicants as determined by the Director of Classified Personnel.

### 16.5 Salary on Promotion

16.5.1 When a unit member is promoted to a position in a higher salary range, he/she shall receive the next higher dollar amount above his/her present rate of pay, but not less than the minimum of the new salary range. If that amount is less than a one (1) step (5%) increase, the unit member shall be placed at the next higher step over that authorized above.

16.5.2 Some unit members promoted at step A shall advance one (1) step after satisfactory completion of a six (6) month probationary period. Therefore, he/she shall receive regular annual salary increments in accordance with Article 16.3.

16.5.2.1 A unit member promoted at step B or higher, shall advance one (1) step after satisfactory completion of one (1) year of service, which includes a six (6) month probationary period. Thereafter, he/she shall receive regular annual salary increments in accordance with Article 16.3.2.

16.5.3 When it is to the unit member's financial advantage to retain his/her regular anniversary date, it shall be retained. When it is to the unit member's disadvantage to retain his/her anniversary date, the date he/she is promoted to the higher class



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### III. Action Items:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Maria Stewart							
Julie Waterstone							

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**IV. Commissioner Training/Briefing:**

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**V. Discussion Items:**

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**VI. Information Items:**

## Open Requisitions (11/04/2020)

## Open Requisitions

Req Number	Req Title	Department	Position Type	FTE
19-188	ADMINISTRATIVE ASSISTANT	SANTA MONICA HIGH SCHOOL	Vac	100
19-191	CUSTODIAN	SANTA MONICA HIGH SCHOOL	Vac	100
19-206	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
20-008	SPORTS FACILITY ATTENDANT	BUSINESS SERVICES	New	30
20-013	TRANSLATOR/INTERPRETER	EDUCATIONAL SERVICES	New	100
20-035	TECHNICAL THEATER TECHNICIAN	BUSINESS SERVICES	Vac	50
20-036	TRANSLATOR/INTERPRETER	EDUCATIONAL SERVICES	New	100
20-038	CUSTODIAN	OLYMPIC HIGH SCHOOL	Vac	62.5
20-058	DIRECTOR OF PURCHASING	PURCHASING/WAREHOUSE	Vac	100
20-068	ASSISTANT DIRECTOR-FISCAL SERVICES	FISCAL SERVICES	Vac	100
20-077	ELEMENTARY LIBRARY COORDINATOR	EDISON LANGUAGE ACADEMY	Vac	87.5
20-079	PHYSICAL ACTIVITIES SPECIALIST	MALIBU HIGH SCHOOL	Vac	25
20-082	GARDENER	M & O (Maintenance & Operations)	Vac	100
20-104	THEATER OPERATIONS SUPERVISOR	BUSINESS SERVICES	Vac	100
20-108	TECHNICAL THEATER TECHNICIAN	BUSINESS SERVICES	Vac	100
20-117	BUS DRIVER	TRANSPORTATION	New	87.5
20-125	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	EDISON LANGUAGE ACADEMY	Vac	43.75
20-140	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
20-143	INSTRUCTIONAL ASSISTANT-MUSIC	SANTA MONICA HIGH SCHOOL	Vac	37.5
20-152	SENIOR OFFICE SPECIALIST	LINCOLN MIDDLE SCHOOL	Vac	100
20-153	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
20-156	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	15
20-158	CAMPUS SECURITY OFFICER	ADULT EDUCATION CENTER	Vac	40
20-162	ADMINISTRATIVE ASSISTANT	JOHN MUIR ELEMENTARY SCHOOL	Vac	100
20-163	ADMINISTRATIVE ASSISTANT	M & O (Maintenance & Operations)	Vac	100

20-165	PHYSICAL ACTIVITIES SPECIALIST	JOHN MUIR ELEMENTARY SCHOOL	Vac	37.5
20-166	RISK MANAGER	BUSINESS SERVICES	New	100
20-167	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
21-003	BUYER	PURCHASING/WAREHOUSE	Vac	100
21-004	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
21-005	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
21-006	INSTRUCTIONAL ASSISTANT-CLASSROOM	WILL ROGERS LEARNING ACADEMY	Vac	37.5
21-012	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	EDISON LANGUAGE ACADEMY	Vac	43.75
21-015	CREDENTIAL ANALYST	HUMAN RESOURCES	Vac	100
21-016	ELEMENTARY LIBRARY COORDINATOR	MALIBU HIGH SCHOOL	Vac	75
21-025	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	43.75
21-026	CAMPUS MONITOR	MCKINLEY ELEMENTARY SCHOOL	Vac	15.63
21-027	CUSTODIAN	SANTA MONICA HIGH SCHOOL	Vac	100
21-028	INSTRUCTIONAL ASSISTANT-CLASSROOM	MCKINLEY ELEMENTARY SCHOOL	Vac	31.25

## Filled Requisitions (11/04/2020)

Req Number	Req Title	Department	Job Offer
21-018	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	10/23/2020
21-021	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	10/20/2020
21-029	INSTRUCTIONAL ASSISTANT-CLASSROOM	WEBSTER ELEMENTARY SCHOOL	11/2/2020
21-030	PARAEDUCATOR-1	JOHN MUIR ELEMENTARY SCHOOL	10/9/2020
21-031	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	11/2/2020
21-032	PARAEDUCATOR-2	LINCOLN MIDDLE SCHOOL	10/20/2020
21-033	PARAEDUCATOR-3	JOHN MUIR ELEMENTARY SCHOOL	10/13/2020
21-018	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	10/23/2020

**Classified Personnel – Merit  
10/15/20**

**NEW HIRES**

		<b><u>EFFECTIVE DATE</u></b>
Clarke, Brandon Special Ed-Olympic HS	Paraeducator-1 6 Hrs/SY/Range: 22 Step: A	9/22/20
Gsell-Walson, Jennifer Special Ed-Lincoln MS	Paraeducator-3 6 Hrs/SY/Range: 28 Step: A	10/1/20
Villegas, Lorena Special Ed-Edison ES	Paraeducator-1 6 Hrs/SY/Range: 22 Step: A	9/23/20

**PROMOTION**

		<b><u>EFFECTIVE DATE</u></b>
Gondo, Janet Special Ed-Grant ES	Paraeducator-1 6 Hrs/SY/Range: 22 Step: F From: Instructional Assistant - Classroom: 2.5 Hrs/SY	10/1/20

**SUMMER ASSIGNMENTS**

		<b><u>EFFECTIVE DATE</u></b>
Anderson, Sally Malibu MS/HS	Senior Office Specialist Not to exceed: 6 Hrs	8/1/20-8/11/20
Vargas, Christopher Malibu MS/HS	Campus Security Officer Not to exceed: 5.5 Hrs	8/10/20

**TEMP/ADDITIONAL ASSIGNMENTS**

		<b><u>EFFECTIVE DATE</u></b>
Avalos, Marlen Muir ES	Senior Office Specialist [additional hours; clerical support]	8/6/20-9/30/20
Bonilla, Leroy Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21
Davis, Luke Malibu MS/HS	Campus Security Officer [overtime; school events]	7/1/20-6/30/21
Durham, Michael Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21
Flores, Maria Roosevelt ES	Senior Office Specialist [overtime; clerical support]	8/13/20-6/20/21
Hernandez, Steven Malibu MS/HS	Campus Security Officer [overtime; school events]	7/1/20-6/30/21
Jala, Ariel Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21
Lew, Shawn Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21
Morales, Arturo Malibu MS/HS	Campus Security Officer [overtime; school events]	7/1/20-6/30/21
Myles, Donald Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21



Perez, Graciela Operations-Malibu MS/HS	Custodian [overtime; school events]	7/1/20-6/30/21
Suaste, Eduardo Operations-Malibu MS/HS	Lead Custodian [overtime; school events]	7/1/20-6/30/21
Taylor, Inelle Malibu MS/HS	Campus Security Officer [overtime; school events]	7/1/20-6/30/21

**SUBSTITUTES**

Webb, Kevin Malibu MS/HS	Swimming Instructor/Lifeguard	<b><u>EFFECTIVE DATE</u></b> 8/24/20-6/11/21
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**INVOLUNTARY TRANSFER**

Perez, Graciela Operations-Malibu HS	Custodian 8 Hrs/12 Mo From: 8 Hrs/12 Mo/Operations-Malibu ES	<b><u>EFFECTIVE DATE</u></b> 5/18/20
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**LEAVE OF ABSENCE (PAID)**

Avalos, Mario Maintenance	Plumber FFCRA (Intermittent)	<b><u>EFFECTIVE DATE</u></b> 9/21/20-10/30/20
Everage, Askia Special Ed-Santa Monica HS	Paraeducator-3 CFRA	9/29/20-12/22/20
Gonzalez, Jose Operations-Santa Monica ES	Custodian Medical/FMLA/CFRA	8/27/20-9/9/20
Islas, Gloria FNS-Grant ES	Cafeteria Worker I Medical/FMLA/CFRA	8/19/20-10/31/20
Mitchell, Alvin Operations-Santa Monica HS	Lead Custodian Medical/FMLA/CFRA	9/10/20-10/7/20
Morales, Arturo Malibu HS	Campus Security Officer Military (Intermittent)	9/23/20-9/12/21
Norton, Tayah McKinley ES	Instructional Assistant - Classroom FFCRA	9/7/20-11/13/20
O'Connor, Denise Webster ES	Instructional Assistant - Classroom FFCRA	8/19/20-10/28/20
Pegue, Forrest Transportation	Bus Driver Medical/FMLA/CFRA	8/13/20-1/31/21
Plascencia, Henry Maintenance	Skilled Maintenance Worker Medical/FMLA/CFRA	9/3/20-10/12/20
Soto, Sara Grounds	Gardener FFCRA	9/21/20-10/23/20
Vargas, Marlyn Special Ed-Webster ES	Paraeducator-3 FMLA/Pregnancy Disability/Maternity	10/1/20-10/14/20

Villa, Maria FNS-Adams MS	Cafeteria Worker I FFCRA	8/31/20-9/13/20
Villa, Paola FNS-Malibu MS/HS	Cafeteria Worker I FFCRA	8/31/20-9/13/20

**LEAVE OF ABSENCE (UNPAID)**

Del Rio Valle, Marco Grant ES	Instructional Assistant - Classroom Personal	<b><u>EFFECTIVE DATE</u></b> 8/19/20-6/11/21
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**WORKING OUT OF CLASS**

Navarro, Nancy Muir ES	Administrative Assistant From: Senior Office Specialist	<b><u>EFFECTIVE DATE</u></b> 8/6/20-9/30/20
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**RESIGNATION**

Bianco, Stephanie Special Ed-Muir ES	Paraeducator-3	<b><u>EFFECTIVE DATE</u></b> 10/8/20
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Carbajal, Andrew Santa Monica HS	Instructional Assistant - Bilingual	6/10/20
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Farley, Barbara Franklin ES	Instructional Assistant - Classroom	8/1/20
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Graciano, Luis CDS-Franklin ES	Children's Center Assistant-1	8/24/20
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Jiwani, Rahim Special Ed-Franklin ES	Paraeducator-3	9/15/20
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Lopez, Jacqlene Muir ES	Instructional Assistant - Classroom	9/9/20
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Maldonado, Frederick Special Ed-Lincoln MS	Paraeducator-1	9/15/20
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Ramirez, Erika Adams MS	Library Assistant	8/17/20
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**RETIREMENT**

Dalton, Judy Roosevelt ES	Campus Monitor	<b><u>EFFECTIVE DATE</u></b> 6/10/20
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Jivani, Shenaz CDS-Franklin ES	Children's Center Assistant-2	9/18/20
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Laird, Rosemary Human Resources	Office Specialist	9/30/20
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**Classified Personnel – Merit  
11/5/20**

**NEW HIRES**

Araya, Karla Special Ed-Edison ES	Paraeducator-1 6 Hrs/SY/Range: 22 Step: A	<b><u>EFFECTIVE DATE</u></b> 10/19/20
Sanburg, Garland Special Ed-Adams MS	Paraeducator-3 6 Hrs/SY/Range: 28 Step: A	8/24/20

**RE-EMPLOYMENT**

De Noya, Michael Special Ed-Franklin ES	Paraeducator-3 6 Hrs/SY/Range: 28 Step: F	<b><u>EFFECTIVE DATE</u></b> 10/19/20
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**SUMMER ASSIGNMENTS**

Biber, Jessica Special Education	Occupational Therapist Not to exceed: 4 Hrs	<b><u>EFFECTIVE DATE</u></b> 8/14/20-8/17/20
Bonnel, Melissa Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/17/20
Friedman, Talia Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Jagoda, Katrina Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Maender, Alaina Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Martino, Jessica Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Ockner, Sari Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Smith, Angelique Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Striff, Jill Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Vigoren, Jeanne Special Education	Occupational Therapist Not to exceed: 4 Hrs	8/14/20-8/17/20
Williams, Monica Lincoln MS	Senior Office Specialist Not to exceed: 24 Hrs	8/10/20-8/12/20
Yoshioka, Mike Lincoln MS	Senior Office Specialist Not to exceed: 8 Hrs	7/30/20

**TEMP/ADDITIONAL ASSIGNMENTS**

Baxter, Isaac Facility Use	Swimming Instructor-Lifeguard [overtime; Facility Use events]	<b><u>EFFECTIVE DATE</u></b> 7/1/20-6/30/21
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Flores, Ana Maintenance	Administrative Assistant [overtime; clerical support]	8/31/20-6/30/21
Murray, April Facility Use	Swimming Instructor-Lifeguard [overtime; Facility Use events]	7/1/20-6/30/21
Russell, Melissa McKinley ES	Administrative Assistant [overtime; clerical support for distance learning]	8/6/20-9/1/20
Sandoval, Noelle McKinley ES	Senior Office Specialist [additional hours; enrollment support]	8/10/20-9/1/20

**PROFESSIONAL GROWTH**

Colula, Anilu  
Special Ed-Santa Monica HS

Paraeducator-3

**EFFECTIVE DATE**

11/1/20

**CHANGE IN ASSIGNMENT**

Ridley, Latresse  
Special Ed-Roosevelt ES

Paraeducator-1  
6 Hrs/SY  
From: 4 Hrs/SY/Special Ed-Santa Monica HS

**EFFECTIVE DATE**

10/8/20

**REDUCTION OF ASSIGNMENT**

Mahir, Sarah  
Grant ES

Campus Monitor  
1.5 Hrs/SY  
From: 2 Hrs/SY/Grant ES

**EFFECTIVE DATE**

8/24/20

Manjarrez, Lisette  
Special Ed-Lincoln MS

Paraeducator-2  
7 Hrs/SY  
From: 7.5 Hrs/SY/Special Ed-Lincoln MS

8/24/20

**LEAVE OF ABSENCE (PAID)**

Baxter, Isaac  
Facility Use

Swimming Instructor/Lifeguard  
Medical/FMLA/CFRA

**EFFECTIVE DATE**

7/2/20-11/9/20

Carrillo, Rigoberto  
Maintenance

HVAC Mechanic  
FFCRA (Intermittent)

7/20/20-12/31/20

Jackson, Michael  
Grounds

Gardener  
Medical/FMLA/CFRA

8/12/20-10/30/20

Jackson, Latasha  
Special Ed-Lincoln MS

Paraeducator-2  
Medical/FMLA/CFRA

9/16/20-12/31/20

Suaste, Eduardo  
Operations-Malibu HS

Lead Custodian  
FFCRA

9/25/20-10/2/20

**LEAVE OF ABSENCE (UNPAID)**

Sullivan, Brianna  
Grant ES

Instructional Assistant - Classroom  
Personal

**EFFECTIVE DATE**

8/19/20-10/6/20

**WORKING OUT OF CLASS**

Kamkar, Vida  
Human Resources

Human Resources Specialist  
Higher Level Duties  
From: Human Resources Specialist

**EFFECTIVE DATE**

9/14/20-12/31/20

**ABOLISHMENT OF POSITION**

Licensed Vocational Nurse - Total 1.0 FTE  
7 Hrs/SY/Malibu ES

**EFFECTIVE DATE**

11/19/20

**RESIGNATION**

Seklawi, Sara  
CDS-Franklin ES

Children's Center Assistant-2

**EFFECTIVE DATE**

9/18/20

**RETIREMENT**

Rising, Robert  
Operations-Adams MS

Custodian

**EFFECTIVE DATE**

10/9/20

**Classified Personnel – Non-Merit  
10/15/20**

**COACHING ASSISTANT**

Zweig, Marie Malibu MS/HS 7/1/20-6/30/21

**TECHNICAL SPECIALIST – LEVEL I**

Coffey, Bud Facility Use 7/1/20-6/30/21  
[Technical Theater Support]  
- Funding: Permits

**TECHNICAL SPECIALIST – LEVEL III**

Stout, Larry Facility Use 7/1/20-6/30/21  
[Technical Theater Support]  
- Funding: Permits

**Classified Personnel – Non-Merit  
11/5/20**

**TECHNICAL SPECIALIST – LEVEL I**

Reidenberg, Ariella	Student Services [MSW Intern] - Funding: ESSA TITLE IN, PART A	10/16/20-6/30/21
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**TECHNICAL SPECIALIST – LEVEL II**

Call, Emily	Educational Services [Dream Strings Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
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French, Alyssa	Educational Services [Dream Voice Music Instructor] - Funding: Gifts	9/8/20-5/15/21
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Gerstmar, Morgan	Educational Services [Dream Strings Music Instructor] - Funding: Gifts	9/8/20-5/15/21
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Glaser, Christie	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-5/15/21
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Harper, Mary	Educational Services [Dream Voice Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-5/15/21
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Leon Mazzora, Maria	Educational Services [Dream Voice Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-5/15/21
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Naziemiec, Karolina	Educational Services [Dream Strings Music Instructor] - Funding: Gifts	9/8/20-5/15/21
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Reis, Stephen	Educational Services [Dream Strings Music Instructor] - Funding: Gifts	9/8/20-5/15/21
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**TECHNICAL SPECIALIST – LEVEL III**

Alfaro, Mary	Educational Services [Lead Mariachi Instructor] - Funding: ESSA TITLE IN, PART A	9/22/20-5/25/21
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Bordal, Finn	Santa Monica HS [Viola Instructor-Orchestra] - Funding: Santa Monica Arts Parents Association	8/31/20-6/11/21
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Chiang, Fuchou	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Dress, Stephen	Educational Services [Dream Strings Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Feguson, Niall	Lincoln MS [Cello Instructor] - Funding: Gifts	8/17/20-6/11/21
Gonzalez, Juan	Santa Monica HS [Color Guard Instructor-Band] - Funding: Santa Monica Arts Parents Association	8/24/20-6/30/21
Miyoshi, Yuri	Santa Monica HS [Percussion Instructor-Band] - Funding: Santa Monica Arts Parents Association	10/15/20-6/30/21
Paik, April	Santa Monica HS [Violin Instructor-Orchestra] - Funding: Santa Monica Arts Parents Association	8/31/20-6/11/21
Parise, Christopher	Lincoln MS [Percussion Instructor] - Funding: Gifts	8/17/20-6/11/21
Parise, Christopher	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Rettig, Elizabeth	Educational Services-Adams MS [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Senchuk, Emily	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Senchuk, Peter	Lincoln MS [Brass Instructor] - Funding: Gifts	8/17/20-6/11/21
Senchuk, Peter	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Turner, Meghan	Educational Services [Dream Winds Music Instructor] - Funding: SMEF – Dream Winds	9/8/20-4/30/21
Wyant, Allison	Santa Monica HS [Marching Band Instructor-Band] - Funding: Santa Monica Arts Parents Association	8/24/20-6/30/21



**SANTA MONICA – MALIBU UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
MEETING CALENDAR  
2020 – 2021**

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Notes</b>
<b>2020</b>			
July 8, 2020	4:30 p.m.	Zoom	
August 11, 2020	4:30 p.m.	Zoom	
September 9, 2020	4:30 p.m.	Zoom	
October 14, 2020	4:30 p.m.	Zoom	
<b>November 10, 2020</b>	<b>4:30 p.m.</b>	<b>Zoom</b>	<b>Moved to Tuesday due to Veteran's Day</b>
December 9, 2020	4:30 p.m.	Zoom	
<b>2021</b>			
January 13, 2021	4:30 p.m.	Board Room – District Office	
February 10, 2021	4:30 p.m.	Board Room – District Office	
March 10, 2021	4:30 p.m.	Board Room – District Office	
April 14, 2021	4:30 p.m.	Board Room – District Office	Budget – First Reading
May 12, 2021	4:30 p.m.	Board Room – District Office	Budget – Public Hearing and Adoption
June 9, 2021	4:30 p.m.	Board Room – District Office	



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

## School Board Meetings: 2020-2021

Thurs., July 16, 2020 District Office Hybrid  
Thurs., August 13, 2020 District Office A  
Tues., August 25, 2020 District Office Special Meeting  
Thurs., September 3, 2020 District Office A  
Thurs., September 17, 2020 District Office B  
Thurs., October 1, 2020 Malibu A  
Thurs., October 15, 2020 District Office B  
Thurs., November 5, 2020 Malibu A  
Tues., November 17, 2020 District Office Special Meeting  
Thurs., November 19, 2020 District Office B  
Thurs., December 10, 2020 District Office Hybrid  
Thurs., January 14, 2021 District Office Hybrid  
Tues., January 21, 2021 District Office Special Meeting  
Thurs., February 4, 2021 Malibu A  
Thurs., February 18, 2021 District Office B  
Thurs., March 4, 2021 District Office A  
Weds., March 17, 2021 Malibu B  
Weds., March 24, 2021 District Office Special Meeting  
Thurs., April 22, 2021 District Office Hybrid  
Thurs., May 6, 2021 Malibu A  
Thurs., May 20, 2021 District Office B  
Thurs., June 3, 2021 District Office A  
Thurs., June 17, 2021 District Office Special Meeting  
Thurs., June 24, 2021 District Office B

### Meeting Format Structures:

#### Meeting "A"

1. Closed Session
2. Commendations/Recognitions
3. Study Session
4. Communications
5. Executive Staff Reports
6. Consent Calendar
7. General Public Comments (max. 30 minutes)
8. Discussion Items (as needed)
9. Major Items
10. Continuation of General Public Comments (if needed)

#### Meeting "B"

1. Closed Session
2. Consent Calendar
3. Study Session

4. Discussion Items
5. Major Items (as needed)
6. General Public Comments

**Hybrid of "A" and "B"**

1. Closed Session
2. Commendations/Recognitions
3. Study Session
4. Communications
5. Executive Staff Reports
6. Consent Calendar
7. General Public Comments (max. 30 minutes)
8. Discussion Items
9. Major Items
10. Continuation of General Public Comments (if needed)

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## **VII. Personnel Commission Business:**

### **A. Future Items:**

<b>Subject</b>	<b>Action Steps</b>	<b>Tentative Date</b>
Tucker Eligibility	Commissioner Training/Briefing	December 9, 2020

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**VIII. Next Regular Personnel Commission Meeting:**

Tuesday, December 9, 2020, at 4:30 pm, *via Zoom*

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**IX. Public Comments for Closed Session Items Only:**

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**X. Closed Session:**

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**XI. Adjournment:**