

LA HABRA CITY SCHOOL DISTRICT
Personnel Commission Meeting
March 14, 2017 – 4:00 p.m.

AGENDA

1. **Formal Call to Order** 4:00 p.m.

2. **Pledge of Allegiance**

3. **Addressing the Commission**

Employees and interested parties are invited to attend Personnel Commission Meetings. Those who attend meetings and wish to speak will be recognized by the Chair at the beginning of the meeting. A person wishing to address the Commission will rise, and when recognized, state his or her name and association with the District, and then proceed with comments.

Audience participation, under any circumstances, shall be limited to those persons having direct business with the Commission, or any citizen or taxpayer residing within the District.

4. **Correspondence**

5. **Action Item – Approval of Minutes of Regular Meeting Held on February 7, 2017.**

Attachment #1

Moved _____ 2nd _____ Action Taken _____

6. **Personnel Director’s Report**

7. **CSEA Update**

8. **Information Item – Substitutes, New Hires and Resignations**

Attachment #2

9. **Action Item: Approval of Eligibility List for the following positions:**

- Accounting Technician I Attachment #3
- Mechanic I Attachment #4

Moved _____ 2nd _____ Action Taken _____

10. **Action Item – 1st Reading of Personnel Commission Job Description Review Form**

Conduct the 1st reading of the LHCS D Personnel Commission Job Description Review Form – Maintenance Job Family.

Attachment #5

Moved _____ 2nd _____ Action Taken _____

11. **Establish Date for Next Regular Meeting: April 4, 2017**

12. **CLOSED SESSION**

Commissioners will meet briefly to conduct an introduction meeting with the new Superintendent, Joanne Culverhouse, Ed.D. No action will be taken during this session.

13. **Adjournment**