

LA HABRA CITY SCHOOL DISTRICT  
Personnel Commission Meeting  
December 18, 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. Action Item – ORGANIZATIONAL MEETING

*a. Sharon Brown to be reappointed as Board appointee for the term of December 2017 through November 2020.*

*b. Commissioners to elect a Chair and Vice Chair for the term of December 2017 through November 2018.*

*c. Commissioners to establish day and time of regular Commission Meetings for the coming year.*

5. Correspondence

6. Action Item – Approval of Minutes of Regular Meeting Held on November 7, 2017

Moved \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Action Taken \_\_\_\_\_ Attachment #1

7. Personnel Director’s Report

8. CSEA Update

9. Information Item – Substitutes, New Hires and Resignations

Attachment #2

10. **Action Item – Approval of Eligibility List**

- Day Custodian

Moved \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Action Taken \_\_\_\_\_ Attachment #3

11. **Action Item: Approval to Establish an Eligibility List**

- Cook's Helper

Moved \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Action Taken \_\_\_\_\_

12. **Other Business from Commissioners or Director**

13. **Establish Date for Next Regular Meeting**

14. **CLOSED SESSION**

Commissioners may meet briefly in closed session to discuss personnel matters. No action will be taken during this session.

15. **Adjournment**