

LA HABRA CITY SCHOOL DISTRICT
Personnel Commission Meeting
November 17, 2015 – 4:30 p.m.

AGENDA

1. **Formal Call to Order.** 4:30 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 October 6, 2015**

Moved _____ 2nd _____ Action Taken _____ Attachment #1

6. **Personnel Director's Report**

7. **CSEA Update**

8. **Information Item – Substitutes, New Hires and Resignations** Attachment #2

9. **Action Item: Approval of Eligibility Lists**

Personnel Commissioners are being asked to approve the eligibility lists

- Special Needs Educational Assistant (Open Testing) Attachment #3
- Special Needs Bus Aide Attachment #4

Moved _____ 2nd _____ Action Taken _____

10. **Action Item – Establishment of an Eligibility List for Food Transporter/Server**

Moved _____ 2nd _____ Action Taken _____

11. **Action Item – 2nd Reading of Personnel Commission Rule VI – Article VI - Layoff**
Commissioners are asked to conduct the 2nd reading of Rule VI, Article VI Paragraph A. -
Procedure Regarding Layoff language with minor corrections in order to be in compliance with
Education Code 45117).

Attachment #5

Moved _____ 2nd _____ 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**