

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, August 23, 2010**

1. The regular meeting of the Marin County Office of Education Personnel Commission was held at the Marin County Office of Education, 1111 Las Gallinas Avenue, San Rafael, CA on Monday, August 23, 2010.
2. Ms. McKown convened the meeting at 5:15 p.m. The staff was represented by Ms. Mary Batchelder, Ms. Christie Colón and Ms. Tracee Edmunds. **Call to Order**
3. Present for the meeting were Commissioners Bill Bridges and Catherine McKown. **Roll Call/Guests**
4. M/s/c Bridges, McKown to approve the Agenda. **Agenda Approved**
5. Ms. McKown invited public comment on items not on the agenda:
  - There were no public comments.**Public Comment**
6. M/s/c Bridges/McKown to approve the Minutes, as amended, for the meeting held July 26, 2010. **Minutes Approved**
7. Discussion of the nomination for the Personnel Commission vacancy for the 3-year term beginning December 1, 2010 to December 1, 2013 was postponed to next month's meeting. **Personnel Commission Term**
8. Ms. Batchelder, Personnel Director, reported on the following:
  - Reviewed the Classified Status Report for the period July 26 – August 23, 2010. Reviewed the current leaves, terminations, resignations and vacancies.
  - Reviewed the 39-month re-employment list.
  - Reported on a Ranch Helper working out of classification as a Ranch Cook for the month of July while another Ranch Cook was on leave.
  - Updated Commissioners on the status of the Personnel Commission Annual Report.**Personnel Director's Report**
9. Ms. McKown invited Commissioner items or reports not on the agenda:
  - The Commissioners discussed attending the SPCA/NC Annual Conference in San Jose on October 2, 2010.**Commissioners' Reports/Items**
10. M/s/c Bridges/McKown to adjourn meeting at 5:31 p.m. **Adjournment**
11. The next meeting will be held on Monday, September 27, 2010 at 5:00 p.m. in the Board Room.



Mary Batchelder  
Secretary