

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, January 25, 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, January 25, 2010.
2. Mr. Pollock convened the meeting at 4:07 p.m. The staff was represented by Ms. Mary Batchelder, Ms. Christie Colón, Ms. Susan Spain and Ms. Tracee Edmunds.
3. Present for the meeting were Commissioners Bill Bridges, Catherine McKown and Pat Pollock.
4. M/s/c McKown, Bridges to approve the Agenda.
5. Mr. Pollock invited public comment on items not on the agenda:
  - There were no public comments.
6. M/s/c Bridges, McKown to approve the Minutes for the meeting held December 14, 2009.
7. Ms. Spain introduced Business Services Manager Tracee Edmunds. Ms. Edmunds provided information regarding her background and interest in Personnel work. Commissioners reviewed this information as it related to the proposed staffing plans for 2010-11.
8. Ms. Batchelder, Personnel Director, reported on the following:
  - Reviewed the Classified Status Report for the period December 14, 2009 – January 25, 2010. Reviewed the current leaves, terminations, resignations and vacancies.
9. The Commissioners reviewed the changes made to the following Merit System Rules:
  - 5.200.10 and 6.400 - 6.600.1

Commissioners discussed the following sections:

  - 6.600.2 - 6.700.5.

The annotations covering these items are attached to and made a part of the original minutes of this meeting.
10. Mr. Pollock invited Commissioner items or reports not on the agenda:
  - Ms. McKown thanked Tracee Edmunds for attending the meeting.
  - The Commissioners discussed the February CSPA Conference schedule.
11. M/s/c Bridges, McKown to adjourn meeting at 6:04 p.m.
12. The next meeting will be held on Monday, February 22, 2010 at 5:00 p.m. in the Board Room.

Call to Order

Roll Call/Guests

Agenda Approved

Public Comment

Minutes Approved

Discussion of 2010-11 Staffing Plan for Personnel Director position

Personnel Director's Report

Merit System Rules

Commissioners' Reports/Items

Adjournment



Mary Batchelder  
Secretary