



ESCONDIDO UNION SCHOOL DISTRICT

2310 Aldergrove Avenue

Escondido, CA 92029

(760) 432-2400

Personnel
Commission

REGULAR PERSONNEL COMMISSION MEETING MINUTES

Thursday January 23, 2020, 4:00 p.m.

Cedar Room

1) CALL TO ORDER

The following were present:

Commissioner, Ann George

Commissioner, Evelyn Madison

Commissioner, Pam Morasco

Director of Classified Personnel, Amy Lawton

2) PLEDGE OF ALLEGIANCE

Ann George led the Pledge of Allegiance

3) APPROVAL OF THE MINUTES

Commissioner George moved to approve the meeting minutes from the December 12, 2019 Personnel Commission Meeting. Commissioner Morasco seconded the motion. The motion passed 3-0.

4) CONSENT ITEMS

Commissioner George extended her congratulations to the Personnel Commission on eleven Paraeducator positions recently filled.

Director Lawton explained the first page of the Examining Activity Report and stated staff had been discussing changing the way the number of people on the eligibility list is reported because it currently includes people that have already accepted positions within the District.

Commissioner Madison asked if there was a set number of people kept on the list & Director Lawton confirmed that we keep all eligibles on the list until their expiration date is hit, unless a candidate requests removal prior to that date.

Commissioner George moved to approve the consent items. Commissioner Morasco seconded the motion. The motion passed 3-0.

5) RECOMMENDATION FOR CLASS DESCRIPTION REVISIONS TO PAREducator EARLY ED AND/OR BILINGUAL

The Personnel Analyst explained the California State Preschool Program has certain rules and regulations that must be adhered to in order to maintain funding and licensing to continue the program. The state requires completion of 6 units of early childhood education/child development coursework from an accredited institution by each paraeducator in the preschool program. The Personnel Analyst stated she had confirmed the requirement and explained we are recommending an update to the job description in order to be in compliance and maintain the funding. Commissioner George asked if prior experience can be used instead of the 6 units of early childhood education. The Personnel Analyst explained the 6 units is a separate requirement that cannot be substituted by prior experience.

Personnel Commission Meetings are held in compliance with open meeting laws, and may hold closed sessions to consider only those matters permitted under Government Code 54957.

The public may address the Personnel Commission regarding an agenda item or another topic that lies within the Commission's jurisdiction. However, the Commission cannot take action on any topics which are not agendaized. Persons wishing to address the Commission should complete a "Request to be Heard" card and submit it to the Commission prior to the opening at the meeting. Please be apprised that Personnel Commission meetings may be audio recorded. Public comments are to be limited to 3 minutes per person.

Commissioner George moved to approve the recommendation for class description revisions to Paraeducator Early Ed and/or Bilingual. Commissioner Morasco seconded the motion. The motion passed 3-0.

6) MEMBERS' REPORTS

Commissioner George wished a Happy New Year to everyone. She expressed her appreciation for being able to serve for 14 years. She has been impressed with the professionalism, dedication, and compassion that surrounds the Personnel Commission and has appreciated the cooperation and collaboration of all who place an emphasis on serving children.

Commissioner Morasco remarked on the professionalism of the Personnel Commission and staff at EUSD, as well. She is appreciative of the opportunity to serve and learn and welcomes input.

Commissioner Madison reminded everyone of the State of the District Address on February 10, 2020 and wished a Happy New Year to all.

7) DIRECTOR'S REPORT

Director Lawton thanked Commissioner George for her service and her guidance. She introduced Zesty Harper as the new Personnel Commissioner beginning in February 2020.

Commissioners Harper and Morasco had registered to attend the Merit Academy in the Spring. The District was still waiting on the final count for the Supplemental Early Retirement Plan (SERP). If the SERP is approved, the Director and the Analysts will collaborate to develop a strategy for recruitment of the numerous expected vacancies. The Board has approved the Academic Calendars for the next three years, and Director Lawton's secretary is drafting the classified employee work calendars for the next three years. With school starting earlier in the year, input will be gathered from the school office staff members regarding the necessary number of work days before the students return to campus, prior to drafting the associated work calendars. Classified Employee of the Year is coming soon, following information from the County Office of Education. The Digital Schools final training for Office Managers had been scheduled for the following week and will include a review of everything the Office Managers have been trained on to ensure everyone is comfortable and competent. A Digital Schools collaboration had been scheduled the following week at Carlsbad Unified School District to share best practices, tips and tricks.

8) DISCUSSION FROM THE FLOOR

Roger Faber, CSEA President, introduced Steven Moreno as the First Vice President and Chairman of the Negotiations Committee. He also introduced Teresa Reyes as the Job Steward.

9) ANNOUNCEMENT OF NEXT MEETING

Commissioner Madison announced the next Personnel Commission Meeting to be held on February 13, 2020.

10) ADJOURNMENT

Commissioner George moved to adjourn. Commissioner Morasco seconded the movement. The motion passed 3-0. The Personnel Commission Meeting of January 23, 2020 adjourned at 4:36pm.

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