

AGENDA

I. WRITTEN AND ORAL COMMUNICATION

- A. Commissioners**
- B. Administration**
- C. Employees**
- D. Citizens**

II. ACTION ITEMS

A. Approval of Eligibility List

- Pg. 2-3
- 1. Campus Security Staff
 - 2. Instructional Assistant, IBI

B. Approval of Minutes

- Pg. 4
- 1. October 4, 2013

III. ADJOURNMENT

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability who requires accommodation to participate in a Personnel Commission meeting may request assistance by contacting Dr. Brett Geithman, Executive Director of Human Resources, 325 S. Peck Ave. Manhattan Beach, CA 90266, Phone (310) 318-7345, Ext. 5915 OR Fax (310) 303-3824.

**Manhattan Beach Unified School District
Personnel Commission**

**Eligibility List
Campus Security
Written Exam 9/16/13**

No.	First	Last	Written	Written @ 75%	App	App @ 25%	Prom/Vet	Overall	Status
OPEN									
1st	Veronica	Silva							
2nd	Tia	Walters							
3rd	Ashley Rose	Taylor							
4th	Hugh	Alston							
5th	Michael	Skalski							
6th	Christopher	Gorlero							
7th	Andonetta	Theokary							
8th	Lee	Allen							

Scoring:

Written: 75%
App/Resume: 25%

Type of Exam:

Open
 Open & Promotional
 Promotional

Date of Certification:

Expiration Date:
Approved:

Eligibility List
IA SPECIAL EDUCATION - INTENSIVE BEHAVIORAL INSTRUCTION
Written Exams 06/07/13 & 9/18/13, Oral Exams 07/08/2013 & 10/3/13

No.	First	Last	Written	Written @ 30%	Oral	Oral @ 60%	App	App @ 10%	Prom/V et	Overall	Expires
OPEN											
1st	Vanessa	Burrell									
2nd	Julie	Caldwell									
3rd	Alicia	Pacheco									
4th	Karen	Ralls									
5th	Alex	Probasco									

Scoring:

Written: 30%
 Oral: 60%
 App: 10%

Type of Exam:

() Open
 (X) Open and Promotional
 () Promotional

Date of Certification: 9/26/13

Expiration Date: 9/26/14

Manhattan Beach Unified School District
PERSONNEL COMMISSION MINUTES

October 4, 2013

The meeting was called to order at 8:22 a.m.

Attendees:

Commissioners: Charles Southey and Cynthia Strand

Absent: Vida Holguin

District Staff: Patricia Jaffe, Interim Director, Human Resources, Monica Ford, HR Technician, Anna Frankel, HR Technician

CSEA Representatives: None

I. WRITTEN AND ORAL COMMUNICATION

A. Commissioners:

1. None

B. Administration:

1. Ms. Jaffe filling in for Dr. Geithman. She reports the government shut down has affected HR's hiring due to a delay in returning fingerprints.

C. Employees:

1. None.

D. Citizens:

1. None

II. ACTION ITEMS

A. Approval of Eligibility Lists:

- Registrar

1. Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.

B. Approval of Minutes of September 26, 2013

1. Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.

III. ADJOURNMENT

The meeting was adjourned at 8:31 a.m.