

**PERSONNEL COMMISSION
Manhattan Beach Unified School District
325 S. Peck Avenue
Manhattan Beach, CA 90266**

**Notice of Public Meeting
October 28, 2014
8:30 a.m.
1st floor conference room
District Office**

AGENDA

I. CALL TO ORDER

II. WRITTEN AND ORAL COMMUNICATION

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

III. ACTION ITEMS

- A. Approval of Eligibility Lists:**
 - 1. School Office Manager

IV. MEETING SCHEDULE

- 1. Regularly scheduled meeting Tuesday, November 4, 2014, 8:30am at District Office, first floor conference room.

V. 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, Carolyn Seaton, 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
SCHOOL OFFICE MANAGER
Written Exam 10/8/14, Performance Exam 10/16/14 Oral Exam 10/24/14**

No.	First	Last	Phone#	Written	Written @ 30%	Perf	Perf @ 40%	Oral	Oral @ 30%	Prom/ Vet	Overall
PROMOTIONAL											
2	Christine	Schiraldi									
OPEN											
1	Carol	Gerken									
3	Myisha	Williams									
4	Jeanne	Reed									
5	Shemia	Moore									

Scoring:
 Written: 30%
 Tech: 40%
 Oral: 30%

Date of Certification:

Expiration Date:
