

California School Personnel Commissioners Association

... is a statewide organization comprised of personnel commissions of school districts, community colleges, and County Offices of Education that have adopted the merit system provided for in the California Education Code.

Through publications, conferences, workshops, and other services the CSPCA stimulates professional growth by helping its members keep up with the rapidly changing public personnel profession.

The purpose of CSPCA is to promote and advance public education on a non-commercial non-sectarian, and non-partisan basis, through various programs of research, investigation, and communication designed to stimulate and improve public school personnel management to the benefit of the public, the districts, and of their classified employees.



The Personnel Commission meets at 5:00 p.m. on the 4th Monday of each month at the Marin County Office of Education
Contact us: 415-499-5854
<http://jade.marinschools.org/Personnel-Commission/Pages/default.aspx>



Marin County Office of Education

Mary Jane Burke,
Marin County Superintendent of Schools

www.marinschools.org

Marin County Office
of Education

Personnel Commission Annual Report

2010-2011

MERIT PRINCIPLES

What is a Merit System?



The Merit System encompasses these basic principles and concepts:

- Hiring and promoting employees on the basis of ability, with open competition in initial employment.
- Providing fair compensation.
- Retaining employees on the basis of performance. Correcting inadequate performance and separating those whose performance cannot be corrected.
- Training employees as needed for high quality performance.
- Assuring fair treatment of all applicants and employees in all aspects of personnel administration without regard to race, color, ethnicity, age, religion, political affiliation, marital status, disability, gender, sexual orientation, or national origin and with proper regard for their privacy and Constitutional rights as citizens.
- Protecting employees against political coercion and prohibiting use of official position to affect an election or nomination for office.

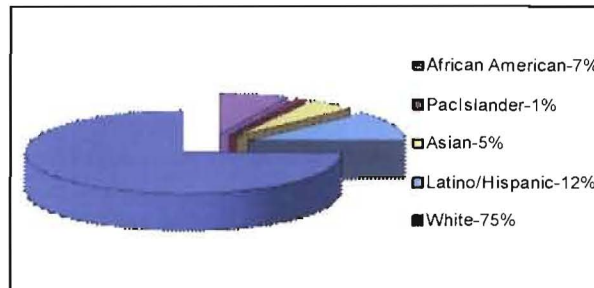
2010-11 Employment Activities

Activity	2010-11	2009-10	2008-09
Position Recruitments	12	0	6
Number of Applicants	225	0	240
# Applicants Screened	225	0	238
# Applicants Examined	48	0	53
# Applicants Hired	12	0	12
# Employees Laid Off	12	22	27
# Layoff's Rescinded	6	15	19

Other Classified Service Activities

- Recruited, interviewed and hired a Director of Personnel for the classified service
- Administered NCLB Paraeducator/Instructional Assistant Competency test to 31 candidates
- Processed criminal background clearance for 254 classified employees
- Provided Personnel Commission website for public access to monthly meetings, agenda, minutes, and Personnel Commission Merit System Rules
- Finalized revisions to the Personnel Commission Handbook and distributed to all Classified staff

Total Classified Service-Racial Composition



Our Personnel Commission

The Marin County Office of Education Personnel Commission is composed of three members appointed for 3-year staggered terms. One member is appointed by the Marin County Board of Education, and one member is appointed by the California School Employees Association (CSEA). These two members appoint the third member.

William Bridges, CSEA Appointee

He recently retired from the Tamalpais Union High School District after serving as a lead custodian and is still active in the California School Employees Association. Mr. Bridges is a past president of the California School Personnel Commissioners Association.

Catherine McKown, Commissioners Appointee

She is retired after working 25 years in Marin schools at all grade levels; of those years, 15 as a special education Paraeducator with MCOE at two Marin high schools. Catherine served two terms on the Marin County Grand Jury, one year as foreperson. She enjoys meeting grand jurors throughout the state in her role as a trainer.

Patrick Pollock, Board of Education Appointee

He has worked as a member of the Marin County Office of Education Personnel Commission, since 1975, and is an honorary life member of the Northern California SPCA, having served in all Board of Directors positions.

For more information, contact us at:

<http://www.marinschools.org/Personnel-Commission>
Or 415-499-5854

Carol Toepfer, Sr. Administrative Secretary
Tracee Edmunds, Director