

SANTA CRUZ CITY SCHOOLS

Santa Cruz City Schools is comprised of an elementary and a secondary district. The district serves 7,000 students. Supporting our students are approximately 309 classified and 441 certificated employees.

COMMISSION GOALS

The primary obligation of the Personnel Commission is to the public. To implement this obligation, the Personnel Commission should do all within its power to recruit and test applicants for positions within the Santa Cruz City Schools District in such a manner as to obtain the best possible employees for the District.

The major categories of responsibility are:

1. Recruit in a manner which will obtain the best possible applicants.

Enhance the district Personnel Commission website as a gateway for communicating classified personnel information and employment opportunities.

2. Qualify applicants for examination.

Develop screening tools early in the selection process to identify applicants who meet the minimum proficiency levels for job-related factors.

3. Conduct an examination program which is fair and equitable.

Developing test materials to determine the Skills, Knowledge, and Abilities and competency levels of applicants required for success on the job prior to hiring them.

4. Classify all members of the classified service.

By classifying all positions in the classified service according to their respective duties and responsibilities.

5. Prescribe rules and regulations pertaining to the administration of the classified personnel merit system.

With a blind eye to any particular group, reinforcing the principle that favoritism shall not enter into any decisions made by staff or the Personnel Commission.

THE COMMISSION

The classified employees of our School District are represented by the following Commissioners:

Vacant

Appointment made by the Board Of Education.

Mark Violante, Vice-Chairperson

Appointment made by the Santa Cruz Council of Classified Employees, Local 6084. Mr. Violante was appointed on December 1, 2013. His term will expire on November 30, 2016.

Dr. Jim Logsdon, Joint Appointee

The third Commissioner is appointed by the District's appointee and the Union's appointee. Dr. Logsdon was appointed in December 2011. His term of office will expire on December 31, 2014.

STAFF

Beth Summers, Classified Personnel Director
bsummers@sccs.net

Carol Rhodes, Personnel Assistant
crhodes@sccs.net

SUPERINTENDENT OF SCHOOLS

Kris Munro

BOARD OF TRUSTEES

Sheila Coonerty
Deedee Perez-Granados
Jeremy Shonick
Alisun Thompson
Patricia Threet
Deborah Tracy-Proulx
Claudia Vestal

The Merit System assures fair treatment of applicants and employees in all aspects of personnel administration, without regard to political affiliation, gender, ethnicity, or religious creed, and with proper regard for their privacy and constitutional rights as citizens.

SANTA CRUZ CITY SCHOOLS



PERSONNEL COMMISSION

2014 ANNUAL REPORT

405 Old San Jose Road
Soquel, California 95073
(831) 429-3410 x 239

THE MERIT SYSTEM

The classified employees of the Santa Cruz City Schools District operate under the Merit System. The Merit System is a system of rules and procedures similar to civil service. Its fundamental purpose is to ensure that highly qualified applicants and employees are recruited, selected, promoted and retained without favoritism and prejudice on the basis of merit and fitness.

Merit System school districts are administered by the Personnel Commission, an independent body composed of three persons appointed for three-year terms.

The Personnel Commission has the responsibility and right to establish rules and regulations that govern the District's classified employees.

The Personnel Commission generally meets once per month to consider examinations, eligibility lists, reclassifications, salary studies, rule changes, disciplinary appeals, and other areas of importance to all classified employees.

MERIT SYSTEM LAW

The Merit System at Santa Cruz City Schools District is designed to ensure a system that provides fair and equitable personnel practices based upon the Personnel Commission Rules and Regulations. Per California Education Code Sections 45240-45320, Merit System Law requires Personnel Commissions do the following:

- Ensure employees are hired in accordance with Commission Rules and Merit System Law on merit and fitness, without favoritism, interference, or influence.
- Protect applicants and employees from discriminatory treatment.
- Determine job related educational and work experience requirements.

- Ensure objective, job related tests and provide for establishment of eligibility rules.
- Provide for announcement of job vacancies to employees and the public.
- Classify or reclassify positions.
- Recommend salary schedules consistent with the principle of like pay for like service.
- Establish reasonable causes for demotion, suspension, and dismissal.
- Investigate and hear appeals of permanent employees who have been suspended, demoted or dismissed.

COMMISSION ACTIVITIES

The following is a recap of the Classified Personnel Actions for calendar year 2014 and a comparison to previous years:

	2010	2011	2012	2013	2014
Promotions	6	7	3	6	12
Leaves of Absence	31	25	10	44	32
Separations	29	38	29	59	Retired - 13 Other - 60
Reclassification	0	0	0	1	1
Recruitments	24	49	94	119	66
Regular Appointments	29	66	51	101	FT - 34 PT - 83
Exempt	80	122	103	119	137

**Exempt figures include Enrichment, Professional Experts, Playground Coaches, Child Care, and Yard Duty.*

WITH SINCERE THANKS

As we look forward to the rest of the school year, we wish to thank all those who provide their unwavering

support ensuring that the Commissioners and staff are well-prepared to accomplish the Commission's activities throughout the year. We are proud of our staff members who ensure a quality education for the young people of our District.

WELCOME

The Personnel Commission would like to take this opportunity to welcome the following new classified employees for 2014.

Patricia Albeno	Frances Juhl
Angel Alvarez	Electra Karamargin
Victoria Avey	Todd Kramer
Georgina Balkwell	Christopher Lara
Hannah Barnes	Laura Lucero
Jennifer Barron	Anne Manako
Patricia Bautista	Angela Manriquez
Clarisa Bermudez—Eredia	Ana Martinez
Carrianna Burley	Teresa McInerney
Christina Butler	Trevor Miller
Aris Chalini	Hollis O'Brien
Leah Creatura	Camilo Ortiz-Rodriguez
Jan Day-Smith	James Page II
Edward Elrod	Deena Pais
Cassius Ellis IV	Celia Reyes
Chantelle Foulks	Rodrigo Robles-Ruiz
Julia Gervasi Rodriguez	Michael Rodriguez
Daniel Goldsmith	Aurea Rodriguez-Santos
Laura Gonzales	Alejandra Ruiz
Tiana Hale	Jay Salter
Kelly Harrison	Gretchen Schultz
Juliette Hebert	Jennifer Schwarzenbach
Amy Herbst	Peggy Slakey
Anne Hoppe	Brenna Williams
Martha Johnson	Donald Young

CONGRATULATIONS

The Personnel Commission extends our congratulations to the following employees who were promoted in 2014:

Sheri Beatton	Maria Luna
Sandra Delgado	Velia Naranjo
Scott Foss	Junnue Partida-Cook
Vince (Curtis) Gomez	JennyRobles-Vazquez
Alejandra Hernandez (2)	Jon Wells
Nathan Kosta	