SANTA CRUZ CITY SCHOOLS

Santa Cruz City Schools has four elementary schools, two middle schools, one alternative school and three high schools serving approximately 7000 students.

Supporting the student population are approximately 280 classified employees and approximately 400 certificated employees. We are proud of our staff members who ensure a quality education for the young people of our District. The Personnel Commission plays a crucial role in the selection and retention of Santa Cruz City Schools' excellent classified staff.

COMMISSION GOALS 10-11

- Promote the merit system concept and educate classified employees and the district leadership team on the merit principal.
- Increase of employee awareness of professional development and promotional opportunities.
- Enhance the district Personnel Commission website as a gateway for communicating classified personnel information and employment opportunities.
- Build positive working relationships with stakeholders and raise client and customer service satisfaction.
- Maintain a supportive role with classified personnel, district leadership, and SCCCE leadership in the district's efforts to maintain financial solvency.
- Educate ourselves on the impact that budget cuts will have on public employee's health care and welfare. Help the district promote a safe and healthy environment so that everyone can achieve their goals in other areas of life such as education, the work place, and at home.

Employees are encouraged to attend monthly meetings held at 4:15 pm on the first Tuesday of the

month at the Human Resources Conference Room, Soquel High School.

THE COMMISSION

The Classified Employees of our School District are represented by the following Commissioners:

Bradford Elliot, Chairperson

Appointment made by the Board Of Education. Mr. Elliott was appointed in October 2009. His term of office will expire on October 2012.

Dr. Paul Johnston, Vice-Chair

Appointment made by the Santa Cruz Council of Classified Employees, Local 6084. Dr. Johnston was appointed in April 2006. His term of office will expire on December 2013.

Vacant, Joint Appointee

The third Commissioner is appointed by the District's appointee and the Union's appointee.

STAFF

Mariana Ochoa, Classified Personnel Director mochoa@sccs.santacruz.k12.ca.us

Carol Rhodes, Personnel Assistant crhodes@sccs.santacruz.k12.ca.us

SUPERINTENDENT OF SCHOOLS

Gary Bloom

BOARD OF TRUSTEES

John T. Collins II
Rachel Dewey Thorsett
Cynthia Hawthorne
Deborah Tracy-Proulx
Steve Trujillo
Claudia Vestal
Ken Wagman

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

2010 ANNUAL REPORT

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

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 2010 and a comparison to previous years:

	2006	2007	2008	2009	2010
Promotions	8	8	8	2	6
Leaves of Absence	21	24	21	37	31
Separations	31	31	51	25	29
Reclassification	4	3	6	0	0
Recruitments	27	33	41	20	24
Appointments	46	64	59	30	29
Exempt	60	65	41	54	80

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

WELCOME

The Personnel Commission would like to take this opportunity to welcome the following new classified employees for 2010.

Jonathan Byram	Andria Jensen
Veronica Cabrera	Jessica Jolley
Sabrina Castro	Jaclyn Moyer
Manuel Cruz	Esteban Perez
Patrick Cummings	Luz Rico
Adam Davis	Kris Sihler
Desiree Dominguez	Jacqueline Sternat
Catherine Gildea	Patricia Souvey
Richard Gladstone	Edward Svoboda III
Erin Gould	Scott Talbot
Sherry Hebard	Lori Trebbien
Tamilynn Imai	Michelle Walker

CONGRATULATIONS

The Personnel Commission extends our congratulations to the following employees who were promoted in 2010:

Brian Bettar	Junnue Partida
Beatrice Lambert	Denise Ramirez
Nancy Lentz	Susan Shisler

WITH SINCERE THANKS

The Personnel Commission and staff of the Santa Cruz City Schools would like to extend its thanks to all who have supported and assisted the Commission's activities throughout the year. Special thanks to the Board of Education, Superintendent Gary Bloom, Administrators, Classified Employees, S.C.C.C.E. Officers and all district employees.