

**San Dieguito Union High School District
PERSONNEL COMMISSION**

**Special Meeting
Public Hearing**

Appeal of Employee Discipline

9:30 A.M., January 16, 2019. The hearing may have a modified start time. Please check the website for up-to-date scheduling information.

Sunset High School, 684 Requeza Drive, Room #F2, Encinitas 92024

PUBLIC COMMENTS

If you wish to speak regarding an item on the agenda, please complete a "Request to Address the Personnel Commission" slip located at the sign-in table and present it to Personnel Commission staff prior to the start of the meeting. In the interest of time and order, presentations from the public should be focused and on topic. The Commission Chair will curtail public comments that become repetitive, unfocused or off topic.

AGENDA POSTING REQUIREMENTS:

In accordance with the Brown Act and Personnel Commission Rules, agenda for Regular Personnel Commission Meetings will be posted at least 72 hours prior to the meeting. Agendas for Special Meetings will be posted at least 24 hours prior to the meeting.

PUBLIC INSPECTION OF DOCUMENTS

A copy of this agenda with all the supporting documents is available for review in the Classified Personnel Office between 8:00 AM and 4:30 PM. In addition, a copy of the Personnel Commission Rules and Regulations may be found on the district website at <http://www.sduhsd.net/Human-Resources/Classified-Personnel/Personnel-Commission/index.html> .

CELL PHONES/ELECTRONIC DEVICES

As a courtesy to all attendees, please silence all electronic devices to silent mode and engage in conversations outside the meeting room.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations including auxiliary aids or services, in order to participate in the public meetings of the Personnel Commission, please contact the Classified Personnel Office at (760) 753-6491. Notification 72 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the Commission shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for the persons with a disability.

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1. **SPECIAL MEETING/OPEN SESSION**

A. Call to Order..... Commission Chair

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF THE AGENDA**

Motion by _____, second by _____, to approve the agenda for the January 16, 2019 Special Meeting of the Personnel Commission.

Note: This hearing has been scheduled to be conducted over the course of a two-day period, January 16 & 17, 2019. If the hearing does not conclude in this time period, additional days will be scheduled as needed. The Hearing Officer will determine breaks, lunches, and dismissal times for this hearing.

4. **PUBLIC HEARING: APPEAL OF PUBLIC EMPLOYEE DISCIPLINE**

- A. Commissioner Discussion Regarding Hearing Procedure (e.g. CSPCA guidelines)
- B. Introduction of Hearing Officer (**10:00am Time Certain**)
- C. Open Public Hearing
- D. Call for Public Comment
- E. Opening Statement Board
- F. Opening Statement Employee
- G. Witness and Evidence Presentation Board (Examination and Cross-Examination)
- H. Witness and Evidence Presentation Employee (Examination and Cross-Examination)
- I. Closing Statement Employee
- J. Closing Statement Board

5. **ADJOURN TO CLOSED SESSION**

Commission Deliberation of Decision

6. **RECONVENE TO OPEN SESSION**

7. **REPORT OF ACTION TAKEN IN CLOSED SESSION**

8. **NEXT MEETING OF THE PERSONNEL COMMISSION**

The next regular meeting of the Personnel Commission is scheduled for Tuesday, January 22, 2019, at 3:30 PM in the District Office Large Board Room 101, 710 Encinitas Boulevard, Encinitas, CA 92024.

9. **ADJOURNMENT**