

The Commission

The Sacramento County Office of Education (SCOPE) Personnel Commission’s primary function is to *develop and maintain a Merit System for classified employees* employed by the Sacramento County Superintendent of Schools.

What is the Merit System?

The Merit System is a set of rules and procedures, similar to Civil Service, governing all classified employees. It is authorized by California Education Code sections 45240–45320, and is administered by the Personnel Commission.

Employment Principles of the Merit System

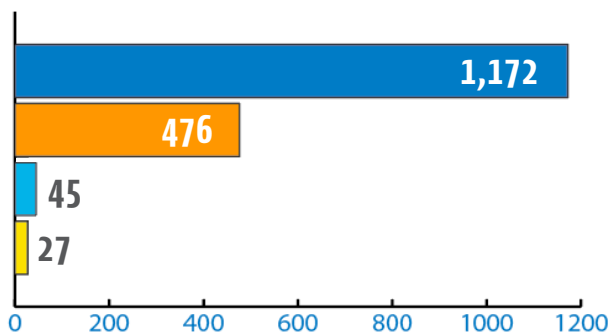
- Selection, retention, and promotion of the best qualified candidates, without favoritism or prejudice, to serve our students, programs, and districts
- Employee discipline is protected from arbitrary actions, with rights of appeal

SCOPE’s Mission

The mission of the Sacramento County Office of Education is to ensure our students are prepared for success in college, career, and community; provide educational leadership to the diverse groups we serve; work creatively and collaboratively with partners; and give educators and support staff the training and tools they need for success.

Personnel Commission Activities, 2019–2020

RECRUITMENT



- Applicants
- Applicants Tested
- Applicants Hired
- Employees Promoted

OTHER ACTIVITIES

71

Personnel Transactions Processed

Transfers, promotions, voluntary demotions, reclassifications, limited term/provisional appointments

23

Job Studies Completed

7 Management, 16 Non-Management

199

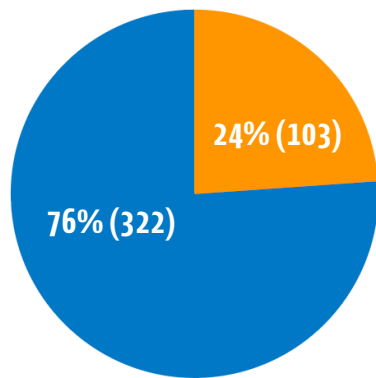
Eligibles Certified

Eligibles are applicants who have qualified to be on the hiring list through the testing/oral exam process.

36

Substitute Employees Hired

Classified Employees as of June 30, 2020



■ Classified

■ Classified Management/Confidential

Classified Employee Retention

Years of Service	# of Employees	% of Employees
Fewer than 5	160	38%
5–9	52	12%
10–14	53	12%
15–19	62	15%
20–24	69	16%
25–29	20	5%
30 or more	9	2%

Meetings

The Personnel Commission meets regularly, typically on the second Tuesday of the month, at 4:30 PM in the Cy Young building Personnel Conference Room. Meetings are open to the public and comply with the Brown Act. Agendas and minutes are posted on the SCOE website, Personnel page. During the 2019–2020 school year, the Commission held 11 regular meetings and one special meeting.



Our Commissioners

Our Personnel Commissioners are appointed on staggered three-year terms. One Commissioner is appointed by the Sacramento County Board of Education, one is appointed by the Classified School Employees Association (CSEA) local chapter, and one Commissioner is jointly appointed by the other two Commissioners.

Gail Mullen, Chair, CSEA appointee

Ms. Mullen began her Commission service in July 2012 and considers it an honor and privilege to serve. When not serving on the Personnel Commission, she works at a local law firm and enjoys weekend getaways with her husband. Ms. Mullen is also an avid San Francisco Giants fan.



Cathy Broyles, Vice Chairperson, SCOE appointee

Ms. Broyles began her term December 1, 2018. Her SCOE career spanned 10 years, working as an executive assistant in the Special Education Department. Ms. Broyles retired in December 2012, and enjoys traveling to new countries every year.

Becky Taylor, Joint appointee

As SCOE's newest commissioner, Ms. Taylor's background includes over 30 years' experience in school business with SCOE. She served in several classified positions in the Financial Services office including Director, Financial Services, before retiring from SCOE in 2016. Ms. Taylor enjoys traveling and spending time with family and friends.



- The Personnel Commission and staff of the Sacramento County Office of Education extend their gratitude to all who have supported and assisted the Commission's activities throughout the year.
- Special appreciation goes to the Board of Education, Superintendent David W. Gordon, administrators, classified employees, CSEA Chapter 480 officers, and all SCOE employees.

