



Compton Unified School District
Regular Meeting of the Personnel Commission

MINUTES

****Board of Trustees Room****
501 South Santa Fe Avenue
Compton, CA 90221

Thursday, August 7, 2008
4:30 p.m.

Order of Business

- 1. Call to order***
- 2. Roll Call***

<i>Mr. Martin Chavez, Chairperson</i>	<i>(x)</i>
<i>Ms. Tara Bonner, Vice Chairperson</i>	<i>(x)</i>
<i>Ms. Myrtle Iris Caldwell, Member</i>	<i>(x)</i>
<i>Ms. Tanya Bragg, Secretary</i>	<i>(x)</i>

- 3. Pledge of Allegiance***
- 4. Invocation***
- 5. Recognition***

*Minutes – Regular Meeting of the Personnel Commission
August 7, 2008*

Audience Comments

Agenda items.

6.

All persons wishing to speak on Agenda items may do so at this point in the agenda. To be recognized to speak, the speaker must sign the sign-in sheet on the back table. Comments will be limited to 3 minutes per individual.

All persons who wish to speak during meetings of the Personnel Commission of the Compton Unified School District are expected to be courteous and respectful to other people and abide by the directions of the Chairperson of the Personnel Commission in terms of when and how long they may speak. Further, no individual is to engage in making remarks demeaning or related to attacks on personnel. Failure to abide by the directions of the Chairperson may be disruptive to the meeting and may result in the person being ejected from the meeting. Disruption of a commission meeting is also unlawful and may result in criminal prosecution. (See Education Code Section 32210: Penal Code Sections 403, 415 and 416.)

Members of the Personnel Commission, staff and community who participate in Commission meetings are requested to discuss only matters directly related to District business and, thus, to focus their statements on the general subject matter of the issues. Any criticism, comment, evaluation, or observation regarding staff, including members of this administration, should be addressed exclusively in Closed Session. Anyone who makes defamatory remarks or makes personal attacks does so without the knowledge, authority, or approval of the Personnel Commission as a whole, or their Administration.

If you wish to ask questions, please address them to the Chairperson and not to individual members of the Personnel Commission or its staff.

Approval of Minutes

7.

Recommend adoption of August 7, 2008 minutes. Pursuant to PC Rule 20.200.8

*Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Myrtle Caldwell Seconded: Ms. Tara Bonner Vote: 3-0*

8.

Information Items

9.

Communications

- 1. Recruiting/Selection Exam Calendar*
- 2. Job Fair Calendar 2008/2009*
- 3. August 12, 2008 Board Report – Personnel Actions.*

Personnel Commission Regular Meeting Agenda Items.

10. Audience Comments Non agenda items.

11. Unfinished Business

*08/09-007 Approval to accept, reject, or amend the Reinstatement Request of the following as Pursuant to PC Rule 60.200.3:

<i>Number of Requests</i>	<i>Request to Reinstate</i>	<i>Recommendation</i>
<i>1</i>	<i>Campus Security Assistant</i>	<i>To Reject</i>

Reinstatement granted with the caveat that the reinstated employee not be returned to Centennial High School.

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Tara Bonner Seconded: Ms. Myrtle Caldway Vote: 3-0

12. Action Items

Items 11-17 19 and 20 were approved as routine items.

*08/09-011 Approval to remove from eligibility list: Pursuant to PC Rule 50.100.6.

Financial: No impact.

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Tara Bonner Seconded: Ms. Myrtle Caldway Vote: 3-0

***08/09-012**

Approval to accept and ratify the eligibility list(s) for a one-year period. Pursuant to PC Rule 50.100(B)

<i>Number of Candidates</i>	<i>Classification</i>
<i>40</i>	<i>Campus Security Assistant</i>
<i>14</i>	<i>Cook</i>
<i>18</i>	<i>I.A.-Bilingual</i>
<i>3</i>	<i>Multi-Media Production Manager (Open & Promotional)</i>
<i>4</i>	<i>Painter</i>
<i>4</i>	<i>School Police Officer</i>
<i>8</i>	<i>School Police Recruit</i>
<i>4</i>	<i>Warehouse Manager (Open & Promotional)</i>
<i>3</i>	<i>Warehouse Supervisor (Open & Promotional)</i>
<i>16</i>	<i>Warehouse Worker</i>

*Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Tara Bonner Secoded: Ms. Myrtle Caldway Vote: 3-0*

***08/09-013**

Approval to accept the extension of eligibility list(s) for a one-year period. Pursuant to PC Rule 50.100(B)

<i>Number of Candidates</i>	<i>Classification</i>
<i>2</i>	<i>Plant Manager II</i>

*Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Tara Bonner Secoded: Ms. Myrtle Caldway Vote: 3-0*

***08/09-014**

Approval to accept and ratify the District’s request to employ Public Employees to work a substitute assignment when employees are absent as Pursuant to PC Rule 30.200.7 and Ed. Code 45110:

*Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Tara Bonner Secoded: Ms. Myrtle Caldway Vote: 3-0*

***08/09-015** *Approval to accept and ratify the District’s request to employ Public Employees to work out of class when no eligibility list exists or an insufficient number of available eligible’s exists as Pursuant to PC Rule 30.200.7 and Ed. Code 45110, 45287:*

Accepted: Mr. Martin Chavez *Rejected:* _____ *Modify:* _____
Moved: Ms. Tara Bonner *Seconded:* Ms. Myrtle Caldwell *Vote:* 3-0

***08/09-016** *Approval to accept and ratify the District’s request to employ Public Employees to work a provisional assignment when no eligibility list exists or an insufficient number of available eligible’s exists as Pursuant to PC Rule 30.200.7 and Ed. Code 45110 and 45287:*

Accepted: Mr. Martin Chavez *Rejected:* _____ *Modify:* _____
Moved: Ms. Tara Bonner *Seconded:* Ms. Myrtle Caldwell *Vote:* 3-0

***08/09-017** *Approval to accept, reject, or amend the transfer of the following as Pursuant to PC Rule 60.200.1:*

<i>Number of Requests</i>	<i>Classification</i>
<i>1</i>	<i>Campus Security Assistant</i>
<i>1</i>	<i>Clerk Typist III</i>

Accepted: Mr. Martin Chavez *Rejected:* _____ *Modify:* _____
Moved: Ms. Tara Bonner *Seconded:* Ms. Myrtle Caldwell *Vote:* 3-0

08/09-018 *First Reading: Recommendation to approve, change or amend the following job descriptions:*

Item tabled to next regularly scheduled meeting. Descriptions are available on CD.

Accepted: _____ *Rejected:* _____ *Modify:* _____
Moved: _____ *Seconded:* _____ *Vote:* _____

08/09-019

Approval to accept, reject or amend the reinstatement of the following as Pursuant to PC Rule 60.200.3:

<i>Number of Requests</i>	<i>Requested Classification</i>
<i>1</i>	<i>I.A.-Bilingual</i>

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
 Moved: Ms. Tara Bonner Seconded: Ms. Myrtle Caldwell Vote: 3-0

08/09-020

Approval of (1) Consultant Services Agreement for SAMBA California Employer Pull Notice Paperless Program.

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
 Moved: Ms. Tara Bonner Seconded: Ms. Myrtle Caldwell Vote: 3-0

14. Executive/Closed Session

Pursuant to Government Code 54954.5, 54954.2, 54956, 54956.7, 54956.8, 54956.9, 54956.95, 54961, 54957.6, 54957.8, 1461, 32106, 32155, 37606, 37624.3, 54956.86, 54956.96, 54956.75, 54956.5, 54956, 54956.8, 54956.86, 54957, 5457.6 (a), 54957.8 (1)

1. *Public Employee Performance Evaluation – Title: Director of Classified Personnel.*

15. Personnel Matters

A. Classifications advertised:

- *Accounting Specialist*
- *Executive Secretary*
- *Health Assistant*
- *School Police Dispatcher-Bilingual/Spanish*

B. Continuous filing classifications advertised:

- *Administrative Secretary Bilingual/Spanish*
- *Carpentry Supervisor*
- *Cook*
- *Electronic Technician I*
- *Electrician*
- *Equipment Service Worker*
- *Glazier*
- *HVAC Assistant*
- *HVAC Mechanic*
- *Instructional Assistant – Automotive Mechanic*
- *Instructional Assistant – Bilingual/Spanish*
- *Instructional Assistant – Body & Fender Repair*
- *Instructional Assistant – C.A.I.*
- *Library Aide Clerk*
- *Library Assistant*
- *Locksmith*
- *Nutrition Services Supervisor I*
- *Nutrition Services Supervisor II*
- *Nutrition Specialist*
- *Plant Manager I*
- *Plant Manager II*
- *Plumbing Supervisor*
- *School Police Detective*
- *School Police Officer*
- *School Police Recruit*
- *School Police Training Officer*
- *School Secretary I – Bilingual Spanish*
- *School Secretary II*
- *School Secretary III*
- *School Secretary III – Bilingual Spanish*
- *Senior Secretary Bilingual Spanish – Non-Steno*
- *Senior Network Analyst*
- *Welder*

16. Personnel Commissioners' and Director's Discussion.

1. Roundtable Discussion "Recruitment Marketing Strategies Meeting," scheduled for August 4, 2008, from 8:30 a.m. to 10:00 a.m., in the District Parent Center (adjacent to Kelly Elementary School), located at 16110 S. Harris Avenue, Compton, CA 90221.
2. Upcoming: Mr. Erik Collier, Human Resources Analyst, from the County of Riverside, presenting "Web-Based Examination Proctoring Process."
3. Save the Date: SPCA/NC Annual Conference scheduled on October 10-12, 2008 in Northern California

17. Personnel Commissioners' General Comments

18. Adjournment.

Next regularly scheduled meeting is Thursday, September 4, 2008 commencing at 4:30 p.m., in the Board of Trustees Room, at 501 S. Santa Fe Avenue, Compton, CA 90221.

Approved by: _____

Tanya R. Bragg, Director
Classified Personnel Services