



# Office of the Personnel Commission

501 South Santa Fe Avenue Suite #133

Compton, CA 90221

## Notice and Call of Special Meeting of the Personnel Commission

### AGENDA

Friday, September 17, 2021  
5:30 p.m.

Per Governor Newsom's Executive Order on March 12, 2020, which Enhanced the State's and Local Government's ability to respond to COVID-19; It allows local or state legislative bodies to hold meetings via teleconference and make meetings accessible electronically.

**TELECONFERENCE ONLY!**

**PUBLIC COMMENTS WILL BE ACCEPTED BY RAISING YOUR HAND,  
BY PRESSING \*9**

**ANYONE WISHING TO MAKE PUBLIC COMMENTS MUST HAVE  
THEIR HAND RAISED BETWEEN 5:00 P.M. AND 5:20 P.M.**

**CALL IN NUMBER (669) 900-6833**

**MEETING ID 828-3949-4024**

**Passcode 891840**

<https://us06web.zoom.us/j/82839494024?pwd=a2NoVlovU1B5Z3ROQjZ2L2EreloxUT09>

Due to the high volume of calls, it may take longer to connect or calls may drop. We apologize for any inconvenience this may cause.

Chairperson, Angela Burrell Vice

Chairperson, Gregory Pitts Member,

Vacant

Secretary, Christopher Calvin

Will participate via Teleconference or Electronic Means

## AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

Friday, September 17, 2021 5:30 pm

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Commission meeting room, to access written documents being discussed at the Commission meeting, or to otherwise participate at Commission meetings, please contact Christopher Calvin, Senior Director of Classified Personnel Services, at (310) 639-4321, for assistance. Notification of at least forty-eight (24) hours before the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to the Commission meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Personnel Commission regarding an open session item on the agenda will be made available for the public inspection in the *Personnel Commission Office located at 501 S. Santa Fe Ave, Suite #133, Compton CA, 90221* during normal business hours of Monday through Friday, 8:00 a.m. to 5:00 p.m. In addition, such writings and documents are posted on the Personnel Commission's website at: [www.compton.k12.ca.us](http://www.compton.k12.ca.us)

### PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

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 three (3) minutes per individual. If you wish to ask questions, please address them to the Chairperson and not to individual members of the Commission or to the staff.

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 Chairman of the Personnel Commission in terms of when and how long they may speak. Further, individuals are requested not to engage in making remarks demeaning or related to attacks on personnel. Failure to abide by the directions of the Personnel Commission may be disruptive to the meeting and may result in the person being ejected from the meeting.

Disruption of a Personnel Commission Meeting is also unlawful and may result in criminal prosecution.

#### A. OPEN SESSION

1. Call to Order
2. Roll Call

PRESENT

Angela Burrell, Chairperson	
Gregory Pitts, Vice Chairperson	
Vacant, Member	
Christopher Calvin, Secretary	

3. Pledge of Allegiance
4. Public Comment

AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

Friday, September 17, 2021 5:30 pm

**5. ACTION ITEMS**

**a.** 21/22-16

Approval of a *New Classification and Class Specifications* for: **Data & Language Assessment Specialist.**

**Proposed Action:** Motion to approve a *New Classification and Class Specifications* for: **Data & Language Assessment Specialist.**

Moved	Seconded	Ayes	Nays	Absentation

**b.** 21/22-17

Approval of the Revisions to the *Job Specification* of **College & Career Specialist.**

**Proposed Action:** Motion to approve the Revisions to the *Job Specification* of **College & Career Specialist.**

Moved	Seconded	Ayes	Nays	Absentation

**c.** 21/22-18

Approval of the Revisions to the *Job Specification* of **Cafeteria Van Driver/Worker.**

**Proposed Action:** Motion to approve the Revisions to the *Job Specification* of **Cafeteria Van Driver/Worker.**

Moved	Seconded	Ayes	Nays	Absentation

**d.** 21/22-19

Approval of the Revisions to the *Job Specification* of **Nutrition Program Analyst.**

**Proposed Action:** Motion to approve the Revisions to the *Job Specification* of **Nutrition Program Analyst.**

Moved	Seconded	Ayes	Nays	Absentation

AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

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e. 21/22-20

Approval of the Revisions to the *Job Specification* of **Grounds Worker II**.

**Proposed Action:** Motion to approve the Revisions to the *Job Specification* of **Grounds Worker II**.

Moved	Seconded	Ayes	Nays	Absentation

f. 21/22-21

Approval of the Revisions to the *Job Specification* of **Administrative Technician**.

**Proposed Action:** Motion to approve the Revisions to the *Job Specification* of **Administrative Technician**.

Moved	Seconded	Ayes	Nays	Absentation

g. 21/22-22

Approval of the Eligibility List(s) for Desktop Support Engineer for a *(one-year period pursuant to PC Rule 50.100.0(a))*.

**Proposed Action:** Motion to approve the Eligibility List(s) for Desktop Support Engineer.

Number of Candidates	Classification
1	(Promotional)
2	(Open)

Moved	Seconded	Ayes	Nays	Absentation

AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

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**h. 21/22-23**

Approval of the Eligibility List(s) for Health Assistant for a *(one-year period pursuant to PC Rule 50.100.0(a))*.

**Proposed Action:** Motion to approve the Eligibility List(s) for Health Assistant.

Number of Candidates	Classification
5	(Open)

Moved	Seconded	Ayes	Nays	Absentation

**i. 21/22-24**

Approval of the Eligibility List(s) for Sr. Administrative Technician for a *(one-year period pursuant to PC Rule 50.100.0(a))*.

**Proposed Action:** Motion to approve the Eligibility List(s) for Sr. Administrative Technician.

Number of Candidates	Classification
4	(Promotional)
1	(Open)

Moved	Seconded	Ayes	Nays	Absentation

**6. ADJOURNMENT**

Next Regular Meeting is **Friday, September 24, 2021** commencing at 5:30 p.m., in the Office of the Personnel Commission, Suite #133 at 501 S. Santa Fe Ave, Compton, CA 90221.