



*Compton Unified School District*  
*Special Meeting of the Personnel Commission*

# *MINUTES*

*School Police Briefing Room*

*500 South Santa Fe Avenue*

*Compton, CA 90221*

*Thursday, July 27, 2006*

*5:00 p.m.*

*Order of Business*

1. *Call to order*
2. *Pledge of Allegiance*
3. *Invocation*
4. *Roll Call*

*Mr. Martin Chavez, Chairperson* ( x )

*Ms. Myrtle Caldwell, Member* ( x )

*Mr. Micah Ali, Member* ( x )

*Ms. Tanya Bragg, Secretary* ( x )

5. Executive/Closed Session [Pursuant to Government Code 54954.5, 54956, 54956.8, 54957, 54957.6(a)]

Conference with labor negotiator agency designated representative: Dr. Patrice Sewell.  
 Unrepresented Employee(s): Classified Management, Non-represented classified employees.

6. Unfinished Business: None

7. Reports:

- \*06/07-01 1. Request to approve the District's recommendation to reallocate the following salary ranges:

**CONFIDENTIAL EMPLOYEES**

<i>Classification</i>	<i>Schedule</i>	<i>Range</i>
<i>Senior Secretary Mono &amp; Bilingual</i>	<i>T</i>	<i>From 15 to 17</i>
<i>Administrative Secretary Mono &amp; Bilingual</i>	<i>T</i>	<i>From 17 to 19</i>
<i>Executive Secretary Mono &amp; Bilingual</i>	<i>T</i>	<i>From 20 to 22</i>
<i>Secretary to the Superintendent</i>	<i>T</i>	<i>From 24 to 26</i>

**MANAGEMENT**

<i>Classification</i>	<i>Schedule</i>	<i>Range</i>
Accounting Manager	U	From 31 to 33
Budget Manager	U	From 31 to 33

**SENIOR MANAGEMENT**

<i>Current Classification</i>	<i>Requested Classification</i>	<i>From Old Schedule</i>	<i>To New Range</i>
Associate Superintendent of Fiscal Services	No change in title	Schedule O, Range 2	Schedule O, Range 3
Chief of Police	No change in title	Schedule U, Range 37	Schedule O, Range 1

\*Personnel Commission Routine Agenda Items.

*Agenda – Special Meeting of the Personnel Commission  
July 27, 2006*

*Item 06/07-01 approved with the following modifications: Sr. Secretary Monolingual & Bilingual Schedule T, from Range 15 to 16, Administrative Secretary Monolingual & Bilingual, Schedule T, from Range 17 to 18, Executive Secretary Monolingual & Bilingual, Schedule T, from Range 20 to 21 and Secretary to the Superintendent, Schedule T, from Range 24 to 25. Accounting Manager, Schedule U, from Range 31 to 32, Budget Manager, Schedule U, from Range 31 to 32, and Chief of Police, Schedule U, from 37 to 38.*

*Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle I. Caldway Vote: 3-0*

**\*06/07-02** *Approval to reclassify the following job classifications:*

<b><i>Current Classification</i></b>	<b><i>Requested Classification</i></b>	<b><i>From Old Schedule</i></b>	<b><i>To New Range</i></b>
(1) Accounting Manager	Director of Payroll/Risk Management	Schedule U, Range 31	Schedule U, Range 35
Director of Classified Personnel Services	Sr. Director of Classified Personnel Services	Schedule U, Range 39	Schedule U, Range 40

*Item 06/07-02 approved with the following modifications: removal of (1) Accounting Manager to be reclassified as the Director of Payroll/Risk Management. Also, strike the Senior from the recommended title of Sr. Director of Classified Personnel; however, the salary range to 40 will remain.*

*The Personnel Commissioners directed staff to conduct a classification study for a new position of Director of Payroll/Risk Management, Schedule U, Range 35 and present the recommendation with the supporting documentation to the September 6, 2006 PC regular meeting.*

*Commissioner Ali stated he was not in support of an individual serving on an interim basis. This individual would be given a competitive advantage over the other incumbents and it is unknown even if the individual meets the minimum qualifications at this time.*

*Chairperson Chavez expressed although it would be very nice to have an interim employee serving in the capacity, the minimum qualifications have not been established for this classification. Ms. Bragg, Director of Classified Personnel Services, inserted that the new position would first need to be approved by the Personnel Commissioner prior to the consideration of working an individual on an interim basis.*

**\*Personnel Commission Routine Agenda Items.**

*Agenda – Special Meeting of the Personnel Commission  
July 27, 2006*

*Commissioner Caldwell posed the question, “who will perform the duties on an interim basis?” Ms. Bragg responded, the Accounting Manager will continue to be compensated for the additional work assigned in her current classification.*

*Commissioner Ali added that there is no rush to approved the item today. The Personnel Commission should consider allowing the 39 month re-employment list for the Director of Risk Management to exhaust prior to proceeding with any action.*

*Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Ms. Myrtle I. Caldwell Seconded: Mr. Micah Ali Vote: 3-0*

8. Public Comments/Non-Agenda Items

*Agenda Item 06/07-01*

*Ms. Irene Estrada, Budget Manager expressed that the Commission should reconsider their decision to modify the Budget Manager salary range. The employee provided a list of responsibilities to support the salary range of 33. Commissioner Chavez stated that at this time, the Commission sustains the noted modification to the item. The Commission is open to reconsider the salary range of 33 with the appropriate supporting justification.*

*Agenda Item 06/07-02*

*Dr. Pattrice Sewell, Sr. Director of Human Resources, requested that the current employee serving in this capacity of Payroll/Risk Management be allowed to continue to serve in the new classification until the position is created.*

*Request denied by the Personnel Commissioners.*

9. Communications/Correspondence

*None*

10. Personnel Commissioners’ and Director’s Discussion

*None*

***\*Personnel Commission Routine Agenda Items.***

*Agenda – Special Meeting of the Personnel Commission  
July 27, 2006*

11. Announcements

*General comments from Personnel Commissioners.*

12. Adjournment

*Next scheduled meeting will be held on Wednesday, September 6, 2006, commencing at 4:00 p.m., in the School Police Briefing Room, at 500 S. Santa Fe Avenue, Compton, CA 90221.*

Approved by:

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*Tanya R. Bragg, Director  
Classified Personnel Services*

*\*Personnel Commission Routine Agenda Items.*