



Office of the Personnel Commission

501 South Santa Fe Avenue

Suite #150

Compton, CA 90221

Notice and Call of Special Meeting of the Personnel Commission

MINUTES

Friday, April 13, 2018

1:00 p.m.

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION
APRIL 13, 2018 1:00 p.m.

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, Classified Personnel Services**, at (310) 639-4321, for assistance. Notification of at least forty-eight (48) 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 this agenda will be made available for public inspection in the **Personnel Commission Office located at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221** during normal business hours of Monday through Friday, 8:00 a.m. to 4:30 p.m. In addition, such writings and documents are posted on the Personnel Commission’s website at: 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. Meeting was Called to Order at 1:00pm.

2. Roll Call

Ms. Angela Burrell, Chairperson
Mr. Omar Spry, Vice Chairperson
VACANT, Member
Mr. Christopher Calvin, Secretary

Present
Present
Present
Present

X
X
X

3. Pledge of Allegiance

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 APRIL 13, 2018 1:00 p.m.

Public Comments

Ms. Calhoun - Wanted to ask the question on why personal information is requested on the sign-in sheet for Personnel Commission meetings. Request change of time on PC meetings to 4:30pm.

Derek Heflin – Maintenance Dept. – Want to know about the minutes for each minutes and what is the turnaround.

4. INFORMATIONAL ITEMS

- *Personnel Commission Meeting Calendar for April 2018.*
- *Classified Personnel Actions for April 11, 2018.*

5. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filings Classifications Advertised:
<i>NONE</i>	<i>Avid Tutor</i>
	<i>College Tutor</i>
	<i>Instructional Assistant – Academic Readiness</i>
	<i>Instructional Assistant – Behavior Intervention</i>
	<i>Instructional Assistant – Special Education (Sub)</i>
	<i>Plant Worker (Sub)</i>
	<i>Program Leader-ASES</i>
	<i>School Police Officer - Lateral (Limited Term)</i>

6. ACTION ITEMS

a. 17/18-84

***TABLED**

Presentation of 2018-2019 Proposed Personnel Commission Budget.

Proposed Action: Motion to receive 2018-2019 Proposed Personnel Commission Budget.

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

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 APRIL 13, 2018 1:00 p.m.

b. 17/18 - 85 *Setting Public Hearing on 2018-2019 Proposed Personnel Commission Budget*

Proposed Action: Motion to set *Public Hearing on 2018-2019 Proposed Personnel Commission Budget for April 27, 2018 at 1:00pm.*

Moved: OS Seconded: AB

Ayes	Nays	Abstention
✓		

c. 17/18 - 86 *2017/2018 Status of Voluntary Transfer Lists and Additional Requests for Voluntary Transfer: (with reason for the Transfer Request stated with listing).*

Proposed Action: Motion to approve employees *Request for Voluntary Transfer (with Reason for the Transfer Request stated with listing).*

<i>Employee Number</i>	<i>Current Classification</i>	<i>Lateral Transfer To</i>
<i>QT9727919</i>	<i>Campus Security Assistant</i>	<i>Campus Security Assistant</i>
<i>NG8650374</i>	<i>I.A. Special Education</i>	<i>I.A. Special Education</i>
<i>QC6640206</i>	<i>School Secretary I</i>	<i>School Secretary I</i>
<i>HX5734028</i>	<i>School Secretary I</i>	<i>School Secretary I</i>

Moved: OS Seconded: AB

Ayes	Nays	Abstention
✓		

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION
 APRIL 13, 2018 1:00 p.m.

d. 17/18 - 87
 *TABLED

Approval of the Revisions to the Classification and Class Specifications for: *Construction and Facilities Specialist III*.

Summary: Proposed to Revise the Classification and Class Specifications for: *Construction and Facilities Specialist III*.

Proposed Action: Motion to approve Revisions to the Classification and Class Specifications for: *Construction and Facilities Specialist III*.

Moved: _____ Seconded: _____

Ayes	Nays	Abstention

***Item Tabled, Mr. Nate Holt explained his role as Chief Facilities Officer, job description. Can he supervise anyone within this position?**

e. 17/18 - 88

Approval of the Revisions to the Classification and Class Specifications for: *Attendance System Analyst*.

Summary: Proposed to Revise the Classification and Class Specifications for: *Attendance System Analyst*.

Proposed Action: Motion to approve Revisions to the Classification and Class Specifications for: *Attendance System Analyst*.

Moved: OS Seconded: AB

Ayes	Nays	Abstention
✓		

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 APRIL 13, 2018 1:00 p.m.

f. 17/18 - 89 Approval of the Eligibility List(s) for: *Attendance Clerk (Sub), (22 Open Only), for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Attendance Clerk (Sub).*

<i>Number of Candidates</i>	<i>Classification</i>
22	<i>Attendance Clerk (Sub) (Open Only)</i>

Moved: OS Seconded: AB

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
✓		

g. 17/18 - 90 Approval of the Eligibility List(s) for: *Grounds Worker II, (5 Promotional Only), for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Grounds Workers II.*

<i>Number of Candidates</i>	<i>Classification</i>
5	<i>Grounds Worker II (Promotional Only)</i>

Moved: OS Seconded: AB

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
✓		

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7. ADJOURNMENT – Meeting was adjourned at 2:17pm.

Motion to adjourn meeting:

Moved: A.B. Seconded: F.A.V.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
2	0	0

*Mr. Calvin stated, the next PC meeting will change to Friday, April 20, 2018 at 2:00pm.

Next scheduled Regular PC Meeting is April 27, 2018 commencing at 1:00 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.