



Office of the Personnel Commission

501 South Santa Fe Avenue

Suite #150

Compton, CA 90221

Notice and Call of Regular Meeting of the Personnel Commission

MINUTES

Friday, October 5, 2018

4:00 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

AGENDA REGULAR MEETING OF THE PERSONNEL COMMISSION

October 5, 2018 4:00 p.m.

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 (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 the agenda will be made available for the public inspection in the **Personnel Commission Office located at 501 S. Santa Fe Ave, Suite #150, 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

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. Swearing-In of New Personnel Commissioner-Classified Employee's Appointee: Gregory Pitts
2. Meeting was called to order at 4:06 pm.
3. Roll Call **PRESENT**

Ms. Angela Burrell, <i>Chairperson</i>	X
Ms. Ieesha Hayward, <i>Vice-Chairperson</i>	X
Gregory Pitts, <i>Member</i>	X
Mr. Christopher Calvin, <i>Secretary</i>	X

4. Pledge of Allegiance

Public Comments

No Comments.

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4. MINUTES

1. Approval of Minutes -September 07, 2018

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

5. INFORMATION ITEM(S)

- ❖ Classified Actions Report September 25, 2018

6. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filing Classifications Advertised:
<i>Instructional Assistant-Bilingual/Spanish Closes 10/09/18</i>	<i>Assistant Athletic Coach (\$2,195.00 Stipend)</i>
<i>Payroll Analyst Closes 10/23/18</i>	<i>Athletic Coach (\$2,195.00 Stipend)</i>
	<i>AVID Tutor</i>
	<i>Campus Security Assistant</i>
	<i>Campus Security Assistant-Substitute</i>
	<i>College Tutor</i>
	<i>Head Coach (\$2,475.00 Stipend)</i>
	<i>Plant Worker Substitute</i>
	<i>Program Leader-ASES</i>
	<i>Recreation Director</i>
	<i>School Police Officer-Lateral (Limited Term)</i>

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7. ACTION ITEM(S)

a. 18/19-17

Approval of a New Classification and Job Specifications for: Assistant Director, Maintenance, Operations, & Transportation.

Summary: Proposed creation of a New Classification and Job Specification for: *Assistant Director, Maintenance, Operations, & Transportation.*

Proposed Action: Motion to approve the creation of a New Job Specification for *Assistant Director, Maintenance, Operations, & Transportation.*

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

b. 18/19-18

Approval of Modification of Job Specifications for: Clerk Typist II Bilingual/Spanish

Summary: Proposed Modification of Job Specifications for: *Clerk Typist II Bilingual/Spanish*

Proposed Action: Motion to approve the Modification of Job Specifications for *Clerk Typist II Bilingual/Spanish.*

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

c. 18/19-19

Approval of Modification of Job Specifications for: Clerk Typist III Bilingual/Spanish

Summary: Proposed Modification of Job Specifications for: *Clerk Typist III Bilingual/Spanish*

Proposed Action: Motion to approve the Modification of Job Specifications for *Clerk Typist III Bilingual/Spanish.*

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

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d. 18/19-20

Approval of Modification of Job Specifications for: Construction & Facilities Specialist III

Summary: Proposed Modification of Job Specifications for: *Construction & Facilities Specialist III*

Proposed Action: Motion to approve the Modification of Job Specifications for *Construction & Facilities Specialist III*.

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

e. 18/19-21

Approval of Eligibility list(s) for *Clerk Typist III, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Clerk Typist III*.

<i>Number of Candidates</i>	<i>Classification</i>
3	<i>Clerk Typist III (Promotional)</i>
9	<i>Clerk Typist III (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

f. 18/19-22

Approval of Eligibility list(s) for *Campus Security Assistant, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Campus Security Assistant*.

<i>Number of Candidates</i>	<i>Classification</i>
4	<i>Campus Security Assistant (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

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g. 18/19-23

Approval of Eligibility list(s) for *Reprographics Production Specialist, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Reprographics Production Specialist.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Reprographics Production Specialist (Promotional)</i>
<i>3</i>	<i>Reprographics Production Specialist (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

h. 18/19-24

Approval of Eligibility list(s) for *Director of Information Technology - Applications Development, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Director of Information Technology - Applications Development.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>4</i>	<i>Director of Information Technology - Applications Development (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

i. 18/19-25

Approval of Eligibility list(s) for *Administrative Assistant to the Superintendent, for a (one year period pursuant to PC rule 50.100.1 (a))*

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

<i>Number of Candidates</i>	<i>Classification</i>
<i>3</i>	<i>Administrative Assistant to the Superintendent (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	3	0	0

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8. ADJOURNMENT Meeting was adjourned at 4:54 pm

Next scheduled Regular Meeting is November 2, 2018 commencing at 4:00 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.