

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

AGENDA

Friday, November 17, 2017

1:30 p.m.

AGENDA – SPECIAL MEETING OF THE PERSONNEL COMMISSION
NOVEMBER 17, 2017 1:30 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 **Claudia Lopez, Interim 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. Call to Order

2. Roll Call

Ms. Florence Adams-Vickers, **Chairperson**

Present

Ms. Angela Burrell, **Vice Chairperson**

Present

Mr. Omar Spry, **Member**

Present

Ms. Claudia Lopez, **Interim Secretary**

Present

3. Pledge of Allegiance

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PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS

All persons wishing to speak on Closed Session items may do so at this point in the agenda. To be recognized to speak, the speaker must complete the sign-in sheet on the table at the entrance of the meeting room. 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, no individual is 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 unlawful and may result in criminal prosecution.

This section of the Personnel Commission agenda provides the opportunity for comments from members of the general public on the items which will be presented in Closed Session. If anyone from the general public has a comment on any of the items that will be discussed prior to the Commission's adjournment to Closed Session, he or she is invited at this time to step up and be heard. After all the comments have been received, the Commission will immediately adjourn to Closed Session for deliberation and action, if any. If the Commission takes action in Closed Session, the action will be reported out in Open Session when the Commission reconvenes before adjournment of this meeting.

B. CLOSED SESSION

1. **Public Employee Appointment/Employment:**

- **Senior Director – Classified Personnel**
(Pursuant to Government Code Section 54947.1)
- **Adjournment/Reconvene in Open Session and Report Out of Closed Session**
(Pursuant to Government Code Section 54947.1)

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C. OPEN SESSION





4. MINUTES

1. Approval of Minutes – November 3, 2017

Moved: _____ Seconded: _____

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

5. INFORMATIONAL ITEM(S)

-  **Classified Personnel Actions – November 15, 2017.**
-  **Personnel Commission Meeting Calendar for November 2017 (Revised).**
-  **California School Personnel Commissioners’ Association (CSPCA), 2018 Annual Conference, at the Wyndham San Diego Bayside Hotel. (February 1 – 4, 2018).**
-  **Compton’s 15th Annual Holiday Celebration: (Theme: “Oh What A Season for Peace and Love”).**

6. DIRECTOR’S REPORTS AND FOLLOW-UPS

-  **Personnel Commission Annual Report July 2016 – June 2017**

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7. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filings Classifications Advertised:
<i>Network Administrator Closes 11/23/17</i>	<i>Avid Tutor</i>
<i>Network Supervisor Closes 11/23/17</i>	<i>College Tutor</i>
<i>Nutrition Services Supervisor I - Substitute Closes 12/7/17</i>	<i>Instructional Assistant – Special Education (Sub)</i>
<i>Personnel Commission Receptionist Closes 11/28/17</i>	<i>Program Leader-ASES</i>
<i>Reprographics Technician Closes 12/7/17</i>	<i>School Police Officer - Lateral (Limited Term)</i>
<i>Financial Analyst Closes 12/12/17</i>	<i>Temporary Office Worker</i>
	<i>Cafeteria Worker - (Sub)</i>

8. ACTION ITEM(S)

a. 17/18-44 **2017/2018 Approval of Transfer Requests:** (with reason for the Transfer Request stated with listing).

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

Employee Number	Current Classification	Lateral Transfer To
RR9866454	Administrative Technician	Administrative Technician
RM0999967	Attendance Clerk	Attendance Clerk
QC4010817	Cafeteria Worker	Cafeteria Worker
GM5561121	Campus Security Assistant	Campus Security Assistant
RY5957854	Clerk Typist III - Bilingual	Clerk Typist III - Bilingual
RX0757339	Plant Manager II	Plant Manager II
BV7668423	Plant Worker	Plant Worker
SV9605701	Plant Worker	Plant Worker

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b. 17/18-45 Approval of the Extension of an Eligibility List(s) for: **Computer Lab Coordinator, (Promotional and Open), for a one period pursuant to PC Rule 50.100.1(a)**

Proposed Action: Motion to approve the Extension of an Eligibility List(s) for: **Computer Lab Coordinator.**

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Computer Lab Coordinator (Promotional)</i>
<i>8</i>	<i>Computer Lab Coordinator (Open)</i>

Moved: _____ Seconded: _____

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

c. 17/18-46 Approval of the Eligibility List(s) for: **Health Assistant, (Open Only), for a one period pursuant to PC Rule 50.100.1(a)**

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

<i>Number of Candidates</i>	<i>Classification</i>
<i>20</i>	<i>Health Assistant (Open)</i>

Moved: _____ Seconded: _____

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

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d. 17/18-47 Approval of the Eligibility List(s) for: *Cafeteria Worker, (Open Only), for a one period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Cafeteria Worker.*

<i>Number of Candidates</i>	<i>Classification</i>
35	<i>Cafeteria Worker (Open)</i>

Moved: _____ Seconded: _____

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

9. ADJOURNMENT

Next scheduled Special PC Meeting is **December 1, 2017** commencing at **1:00 p.m.**, in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.