

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, May 19, 2017

12:00 p.m.

AGENDA – REGULAR MEETING MINUTES OF THE PERSONNEL COMMISSION

May 19, 2017 12:00 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 **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. Meeting Called to Order 12:03pm

2. Roll Call

- Ms. Florence Adams-Vickers, **Chairperson**
- Ms. Angela Burrell, **Vice Chairperson**
- Mr. Omar Spry, **Member**
- Ms. Claudia Lopez, **Interim Secretary**

- Present
- Present
- Present
- Present

X
X
X
X

3. Pledge of Allegiance

Motion to recess into Closed Session:

Moved: **A.B.** Seconded: **O.S.**

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

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 - Convened into Closed Session 12:05pm

1. **“CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION, Significant exposure to litigation (*Pursuant to Section 54956.9(d)(2) of the Government Code.*)”: One Potential Case.**
2. **Adjournment/Reconvene in Open Session and Report Out of Closed Session (*Pursuant to Government Code Section 54947.1*)**

3. Reconvened out of Closed Session 1:12pm

Moved: A.B. Seconded: O.S.

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

- There is nothing to report out of Closed Session

4. Reconvened into Open Session 1:13pm


Moved: A.B. Seconded: O.S.

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

C. OPEN SESSION

***NO SPEAKER COMMENTS:**

4. INFORMATION ITEM(S)

 **2017 PCASC Mini-Conference “Building a Foundation For Merit”:**
Friday, June 2, 2017: Time: 8:00am to 3:00pm.

5. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filing Classifications Advertised:
<i>Chief Facilities Officer & Bond Program</i>	<i>AVID Tutor</i>
<i>System Specialist - Communications</i>	<i>Campus Security Assistant (Sub)</i>
<i>Administrative Technician</i>	<i>College Tutor</i>
<i>School Police Sergeant</i>	<i>Plant Worker (Sub)</i>
	<i>Program Leader-ASES</i>
	<i>School Police Officer-Lateral (Limited Term)</i>
	<i>Temporary Office Worker</i>

6. ACTION ITEM(S)

- a. 16/17-73 Approval of New Classification & Class Specifications for: *Senior Financial Analyst*.

Proposed Action: Motion to approve the creation of a new classification and class specifications for *Senior Financial Analyst*, and to add the Classification to the District Position Classification Plan, as (*Management*).

Moved: **A.B.** Seconded: **O.S.**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	0

- b. 16/17-74 Approval of New Classification & Class Specifications for: *Director Of School And Community Partnerships*.

***TABLED**

Proposed Action: Motion to approve the creation of a new classification and class specifications for *Director Of School And Community Partnerships*, and to add the Classification to the District Position Classification Plan, as (*Senior Management*).

Moved: **O.S.** Seconded: **A.B.**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
0	0	3

- c. 16/17-75 Approval of Revision to Classification Specification for: *Contract Analyst*

Proposed Action: Motion to approve revisions to the classification of *Contract Analyst* to the Compton Unified School District, Position Classification Plan.

Moved: **A.B.** Seconded: **O.S.**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	0

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d. 16/17-76 Approval of Revision to Classification Specification for:
Purchasing Analyst

Proposed Action: Motion to approve revisions to the classification of ***Purchasing Analyst*** to the Compton Unified School District, Position Classification Plan.

Moved:

 A.B.

Seconded:

 O.S.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	0

e. 16/17-77 Approval of an Eligibility List(s) for: ***Instructional Assistant-Bilingual Spanish (Open), for a one year period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve an Eligibility List(s) for, ***Instructional Assistant-Bilingual Spanish.***

<i>Number of Candidates</i>	<i>Classification</i>
6	<i>Instructional Assistant-Bilingual Spanish (Open)</i>

Moved:

 A.B.

Seconded:

 O.S.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	0

f. 16/17-78 Approval of Eligibility List(s) for ***Instructional Assistant Special Education (Open), (for a one period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve Eligibility List(s) for ***Instructional Assistant Special Education.***

<i>Number of Candidates</i>	<i>Classification</i>
21	<i>Instructional Assistant Special Education (Open)</i>

Moved:

 A.B.

Seconded:

 O.S.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	0

7. ADJOURNMENT - Meeting Adjourned at 2:20pm

Motion to Adjourn the meeting:

Moved: A.B. Seconded: O.S.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<i>3</i>	<i>0</i>	<i>0</i>

Next scheduled Special Meeting is **June 9, 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.

****May 26th –Off Day—Personnel Commission Staff**

Moved: A.B. Seconded: O.S.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<i>3</i>	<i>0</i>	<i>0</i>