



*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, September 29, 2017**

**5:30 p.m.**

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
SEPTEMBER 29, 2017 5:30 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](http://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 5:47pm.**

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
Absent
X

3. Pledge of Allegiance

## **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.

### **Motion to recess into Closed Session:**

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

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

## **B. CLOSED SESSION – Convened into Closed Session 6:47pm**

### **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)

## **2. Reconvened out of Closed Session 7:02pm**

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

<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

**3. Reconvened into Open Session 7:03pm**

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

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

**C. OPEN SESSION**

**Speaker Comments:**

**Timothy Wilson – School Police Officer:**

**Issue:** School Police Captain

Officer Wilson addressed the Personnel Commission to inquire if his application had been accepted. Mrs. Adams informed Officer Wilson that his application was accepted and that he will be notified in October concerning the recruitment.

**Roderick Smith – Athletic Coach applicant:**

**Issue:** Fingerprints Rejection Notice

Mr. Smith addressed the Personnel Commission to inquire why his fingerprints were denied by the Personnel Commission. He applied for the Assistant Athletic Coach position at Centennial High School. Mrs. Adams informed him that this cannot be a public discussion. The Interim Director was instructed to meet with Mr. Smith to provide more information.

**Shawn Poole-Louis – Community Relation Specialist:**

**Issue:** Community Relations Specialist- Bilingual

Mrs. Poole-Louis addressed the Personnel Commission to inquire about the Community Relations Specialist- Bilingual eligibility list on the agenda. Ms. Claudia Lopez explained to her that it is not a new recruitment. In fact, the action item is to extend the current eligibility list.

**4. MINUTES**

1. Approval of Minutes – January 12, 2017

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

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

2. Approval of Minutes – January 13, 2017

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

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

3. Approval of Minutes – February 3, 2017

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

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

4. Approval of Minutes – February 10, 2017

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

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

5. Approval of Minutes – February 24, 2017

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

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

6. Approval of Minutes – March 10, 2017

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

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

7. Approval of Minutes – March 24, 2017

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

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

**5. INFORMATIONAL ITEM(S)**

-  **Classified Actions Report 9/25/17**
-  **Personnel Commission Meeting Calendar for October 2017**
-  **Personnel Commission Newsletter (September 2017)**

**6. PERSONNEL MATTERS**

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<b>A. Classifications Advertised:</b>	<b>B. Continuous Filing Classifications Advertised:</b>
<i>Instructional Assistant – Bilingual Language Assessor Close 10/03/17</i>	<i>AVID Tutor</i>
<i>Nutrition Services Supervisor I Closes 10/03/17</i>	<i>School Police Officer – Lateral (Limited Term)</i>
	<i>College Tutor</i>
	<i>Program Leader-ASES</i>
	<i>Temporary Office Worker</i>
	<i>Instructional Assistant- Special Education (Sub)</i>

**7. ACTION ITEM(S)**

- a. 17/18-16  
**\*TABLED** *Approval of the Reappointment of the Neutral Commissioner to the Compton Unified School District Personnel Commission for the Term December 1, 2017 – November 30, 2020.*

**Proposed Action:** *Motion to approve the Reappointment of the Neutral Commissioner to the Compton Unified School District Personnel Commission for the Term December 1, 2017 – November 30, 2020.*

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

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

- b. 17/18-24 **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).*

<i>Employee Number</i>	<i>Current Classification</i>	<i>Lateral Transfer To</i>
AE8443607	Campus Security Assistant	Cafeteria Worker
WT5508020	Campus Security Assistant	Campus Security Assistant
PD4412823	Cook	Cook
HK8722080	Health Assistant	Health Assistant
TJ8727702	I.A. Special Education	I.A. Special Education
SU8849066	I.A. Special Education	I.A. Special Education
EQ3303700	I.A. Special Education	I.A. Special Education
MB5344554	I.A. Special Education	I.A. Special Education
UB6954120	Library Assistant	Library Assistant
PD1974736	Plant Worker	Plant Worker

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GE8433893	Plant Worker	Grounds Worker I
MQ1685827	Plant Worker	Plant Worker
NB6575119	Plant Worker	Plant Worker
NJ1687172	Plant Worker	Plant Worker

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

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

c. 17/18-25 Approval of a New Classification and Class Specifications for:  
*Desktop Support Engineer.*

**Summary:** Proposed creation of a New Classification and Class Specification for: *Desktop Support Engineer.*

**Proposed Action:** Motion to approve a New Classification and Class Specifications for: *Desktop Support Engineer.*

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

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

d. 17/18-26 Approval of the Extension of an Eligibility List(s) for: *Textbook Inventory Assistant, (Promotional), 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: *Textbook Inventory Assistant.*

Number of Candidates	Classification
<b>5</b>	<b><i>Textbook Inventory Assistant (Promotional)</i></b>

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

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

e. 17/18-27 Approval of the Extension of an Eligibility List(s) for: *Community Relations Specialist – Bilingual/Spanish, (Promotional and Open), for a one period pursuant to PC Rule 50.100.1(a)*

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Proposed Action: Motion to approve the Extension of an Eligibility List(s) for: ***Community Relations Specialist – Bilingual/Spanish.***

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Community Relations Specialist-Bilingual/Spanish (Promotional)</i>
<i>5</i>	<i>Community Relations Specialist-Bilingual/Spanish (Open)</i>

Moved:

    **A.B.**    

Seconded:

    **F.A.V.**    

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

f. 17/18-28 Approval of Eligibility list(s) for: ***Behavior Specialist, (Promotional and Open), for a one year period pursuant to PC rule 50.100.1 (a)***

Proposed Action: Motion to approve Eligibility list(s) for, ***Behavior Specialist.***

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Behavior Specialist (Promotional)</i>
<i>27</i>	<i>Behavior Specialist (Open)</i>

Moved:

    **A.B.**    

Seconded:

    **F.A.V.**    

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

g. 17/18-29 Approval of Eligibility list(s) for: ***Transportation and Mechanic Coordinator, (Promotional and Open), for a one year period pursuant to PC rule 50.100.1 (a)***

Proposed Action: Motion to approve Eligibility list(s) for, ***Transportation and Mechanic Coordinator.***

<i>Number of Candidates</i>	<i>Classification</i>
<i>2</i>	<i>Transportation and Mechanic Coordinator (Promotional)</i>
<i>2</i>	<i>Transportation and Mechanic Coordinator (Open)</i>

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

h. 17/18-30 Approval of Eligibility list(s) for: ***I.A. Special Education, (Open), for a one year period pursuant to PC rule 50.100.1 (a)***

Proposed Action: Motion to approve Eligibility list(s) for, ***I.A. Special Education.***

<i>Number of Candidates</i>	<i>Classification</i>
<b>16</b>	<b><i>I.A. Special Education (Open)</i></b>

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

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

**8. ADJOURNMENT – Meeting was adjourned at 7:02pm.**

**Motion to Adjourn the meeting:**

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

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

Next scheduled Special PC Meeting is **October 6, 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.