



Compton Unified School District
Regular Meeting of the Personnel Commission

MINUTES

Board of Trustees Room

501 South Santa Fe Avenue

Compton, CA 90221

Thursday, May 3, 2007

4:30 p.m.

Order of Business

1. *Call to order*
2. *Roll Call*

Mr. Martin Chavez, Chairperson (x)

Mr. Micah Ali, Vice Chairperson (x)

Ms. Myrtle Iris Caldwell, Member (x)

Ms. Tanya Bragg, Secretary (x)

3. *Pledge of Allegiance*
4. *Invocation*

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5. Audience Comments *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 3 minutes per individual.

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 Chairperson 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 Chairperson may be disruptive to the meeting and may result in the person being ejected from the meeting. Disruption of a commission meeting is also unlawful and may result in criminal prosecution. (See Education code Section 32210: Penal Code Sections 403, 415 and 416.)

Members of the Personnel Commission, staff and community who participate in Commission meetings are requested to discuss only matters directly related to District business and, thus, to focus their statements on the general subject matter of the issues. Any criticism, comment, evaluation, or observation regarding staff, including members of this administration, should be addressed exclusively in Closed Session. Anyone who makes defamatory remarks or makes personal attacks does so without the knowledge, authority, or approval of the Personnel Commission as a whole, or their Administration.

If you wish to ask questions, please address them to the Chairperson and not to individual members of the Personnel Commission or its staff.

6. Approval of Minutes *Recommend adoption of April 24, 2007 minutes. Pursuant to PC Rule 20.200.8*

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Myrtle Caldwell Seconded: Mr. Micah Ali Vote: 3-0

7. Information Items

8. Communications

- 1. Recruiting/Selection Exam Calendar.*
- 2. May 3, 2007 Board Report – Personnel Actions.*

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9. Audience Comments Non agenda items.

10. Unfinished Business

11. Action Items

*06/07-91 Approval to remove candidate(s) from the eligibility list. **Pursuant to PC Rule 50.100.6**

Financial: No impact.

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
 Moved: Ms. Myrtle Caldway Seconded: Mr. Micah Ali Vote: 3-0

*06/07-92 Approval to accept and ratify the eligibility list(s) for a one-year period. **Pursuant to PC Rule 50.100(B)**

<i>Number of Candidates</i>	<i>Classification</i>
<i>Nutrition Services Supervisor</i>	<i>1</i>
<i>Nutrition Services Supervisor II</i>	<i>1</i>
<i>School Police Officer</i>	<i>3</i>

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
 Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldway Vote: 3-0

06/07-93 Approval to accept, reject, or amend the transfer of the following as **Pursuant to PC Rule 60.200.1:**

<i>Number of Requests</i>	<i>Current Classification</i>
<i>1</i>	<i>Campus Securty Assistant</i>
<i>1</i>	<i>Clerk Typist III</i>
<i>1</i>	<i>Cook</i>
<i>1</i>	<i>Plant Worker</i>

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
 Moved: Ms. Myrtle Caldway Seconded: Mr. Micah Ali Vote: 3-0

Personnel Commission Regular Meeting Agenda Items.

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06/07-94

Approval to accept and ratify the District's request to employ Public Employees to work a substitute assignment when employees are absent as **Pursuant to PC Rule 30.200.7 and Ed. Code 45110:**

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldway Vote: 3-0

06/07-95

Approval to accept and ratify the District's request to employ Public Employees to work out of class when no eligibility list exists or an insufficient number of available eligibles exists as **Pursuant to PC Rule 30.200.7 and Ed. Code 45110:**

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Ms. Myrtle Caldway Seconded: Mr. Micah Ali Vote: 3-0

06/07-96

Approval to accept and ratify the District's request to employ Public Employees to work a provisional assignment when no eligibility list exists or an insufficient number of available eligibles exists as **Pursuant to PC Rule 30.200.7 and Ed. Code 45110:**

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldway Vote: 3-0

06/07-97

Approval to reclassify salary range of one (1) Budget Manager from Schedule U, Range 31 to Schedule U, Range 34 as **Pursuant to PC Rule 40.100 and 40.100.3(E 1&2).**

Item tabled until the next regularly scheduled meeting.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

06/07-98

Approval to reclassify (2) Clerk Typist II position in the New Student Orientation Center to NSOC Registration Assistants from Schedule W, Range 8 to Schedule W, Range 10 as **Pursuant to PC Rule 30.100:**

Item tabled until the next regularly scheduled meeting.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

Personnel Commission Regular Meeting Agenda Items.

12. Executive/Closed Session

(Pursuant to Government Code 54954.5, 54956, 54956.8, *54956.86, 54957, 54957.6(a), 54957.8(1).

1. Consideration/Action Regarding Hearing Officer decision in the matter of discipline appeal of one (1) Instructional Assistant-Special Education as Pursuant to PC Rule 60.1000

No action taken.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

2. Request by one (1) Grounds Worker II applicant to address the Personnel Commission regarding rejection of reinstatement request as Pursuant to PC Rule 40.100 and 40.100.3(E 1&2).

No action taken.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

3. Public Employee Appointment/Employment/Evaluation of Performance: Director of Classified Personnel Services. Pursuant to PC Rule 60.600.

Accepted: Mr. Martin Chavez Rejected: _____ Modify: _____
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

4. Public Employee Appointment – Sr. Director Instructional Compliance/Williams Lawsuit Settlement Legislation.

No action taken.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: 3-0

5. *Public Employee Appointment/Employment/Evaluation of Performance: Director of Classified Personnel Services.
Pursuant to PC Rule 60.600.*

Item tabled until the next regularly scheduled meeting.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

13. Personnel Matters

A. Classifications advertised:

- *Executive Secretary*

B. Continuous filing classifications advertised:

- *Administrative Secretary Bilingual/Spanish*
- *Benefits Worker's Compensation Analyst*
- *Communications Coordinator*
- *Community Relations Specialist Bilingual/Spanish*
- *Computer Lab Coordinator*
- *Cook*
- *Financial Analyst*
- *Grounds Equipment Operator*
- *Grounds Worker I*
- *Grounds Worker II*
- *HVAC Mechanic*
- *Instructional Assistant – Automotive Mechanic*
- *Instructional Assistant – Bilingual/Spanish*
- *Instructional Assistant – Body & Fender Repair*
- *Instructional Assistant – C.A.I.*
- *Instructional Assistant – Child Development*
- *Instructional Assistant – Elementary/Secondary*
- *Instructional Assistant – Special Education*
- *Library Assistant*
- *Network Technician*

B. Continuous filing classifications advertised: - Continued

- *New Student Orientation Center Analyst (N.S.O.C.) Bilingual/Spanish*
- *Nutrition Services Supervisor I*
- *Nutrition Services Supervisor II*
- *Nutrition Specialist*
- *Payroll Specialist*
- *Plant Manager I*
- *Plant Manager II*
- *Plumber*
- *School Police Officer*
- *School Police Sergeant*
- *School Secretary I*
- *School Secretary I – Bilingual/Spanish*
- *School Secretary II*
- *School Secretary III*
- *School Secretary III – Bilingual/Spanish*
- *Senior Secretary – Non Steno*
- *Senior Secretary Bilingual/Spanish – Non Steno*
- *Software & User Support Trainer*
- *Systems Specialist*
- *University Educational Support Provider Tutor (Unclassified) (4 hours a day)*

14. Personnel Commissioners' and Director's Discussion.

15. Personnel Commissioners' General Comments

Adjournment.

Next regularly scheduled meeting will be held on Thursday, June 7, 2007, commencing at 4:30 p.m., in the Board of Trustees Room, at 501 S. Santa Fe Avenue, Compton, CA 90221.

Approved by: _____

*Tanya R. Bragg, Director
Classified Personnel Services*