



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, March 10, 2017

1:00 p.m.

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION
March 10, 2017 1:00 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, Senior Director (OOC), 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 at 1:30pm

2. Roll Call

Ms. Florence Adams-Vickers, **Chairperson**
Ms. Angela Burrell, **Co-Chairperson**
Mr. Omar Spry, **Member**
Ms. Claudia Lopez, **Secretary (OOC)**

Present
Present
Present
Present

X
X
X
X

3. Pledge of Allegiance

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Motion to recess into Closed Session:

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

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

B. CLOSED SESSION - ~~AMENDED~~ – Convened into Closed Session 2:13pm

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.

1. Public Employee Appointment/Employment:

- *Assistant Director - Classified Personnel Services (Pursuant to Government Code Section 54957)*
- *Adjournment/Reconvene in Open Session and Report Out of Closed Session (Pursuant to Government Code Section 54947.1)*

3. Reconvened out of Closed Session 3:15pm

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

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

- There is nothing to report out of Closed Session

4. Reconvened into Open Session 3:19pm

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

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

C. OPEN SESSION

***NO PUBLIC COMMENTS**

4. INFORMATION ITEM(S)

- *Senior Director Follow-Up Report:*
 - a) *Proposed Reclassification Recommendation of Financial Analyst to Senior Financial Analyst.*
- *Classified Personnel Actions – March 15, 2017*
 - *Claudia Lopez* – Not financially able to commit and district will not support this recommendation for Senior Financial Analyst.

5. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filing Classifications Advertised:
<i>ASES – Site Supervisor</i>	<i>AVID Tutor</i>
<i>I.A.-Special Education (Sub)</i>	<i>Campus Security Assistant (Sub)</i>
<i>I.A.-Healthcare CNA</i>	<i>College Tutor</i>
<i>I.A.-Academic Readiness Severe</i>	<i>Plant Worker (Sub)</i>
<i>I.A.-Special Education</i>	<i>Program Leader-ASES</i>
<i>Senior Director, Classified Personnel</i>	<i>School Police Officer-Lateral (Limited Term)</i>
<i>School Police Captain</i>	<i>Temporary Office Worker</i>
<i>Translator-Interpreter (Spanish)</i>	

6. ACTION ITEM(S)

- a. 16/17-51 Approval of Extension of an Eligibility List(s) for *Carpenter, (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 *Carpenter*.

<i>Number of Candidates</i>	<i>Classification</i>
1	<i>Carpenter (Promotional)</i>
7	<i>Carpenter (Open)</i>

Moved: <u> A.B. </u>	Seconded: <u> F.A.V. </u>	<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
		2	0	0

- No vacancy at this time.

- b. 16/17-52 Approval of Extension of an Eligibility List(s) for *New Student Orientation Center Registration Assistant, (Promotional) and (Open) List(s), 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, *New Student Orientation Center Registration Assistant*.

<i>Number of Candidates</i>	<i>Classification</i>
7	<i>New Student Orientation Center Registration Assistant (Promotional)</i>
4	<i>New Student Orientation Center Registration Assistant (Open)</i>

Moved: <u> A.B. </u>	Seconded: <u> F.A.V. </u>	<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
		2	0	0

- No vacancy at this time.

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- c. 16/17-53 Approval of Extension of an Eligibility List(s) for ***Locker Room Attendant (Female Attendant, (Promotional and Open), and (Male Attendant, (Open only) 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, ***Locker Room Attendant.***

<i>Number of Candidates</i>	<i>Classification</i>
2	<i>Locker Room Attendant – (Female - Promotional)</i>
13	<i>Locker Room Attendant – (Female – Open)</i>
5	<i>Locker Room Attendant – (Male – Open only)</i>

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

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

- No vacancy at this time.

- d. 16/17-54 Approval of an Eligibility List(s) for ***Cafeteria Van Driver (Promotional) and (Open), for a one year period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve an Eligibility List(s) for, ***Cafeteria Van Driver.***

<i>Number of Candidates</i>	<i>Classification</i>
2	<i>Cafeteria Van Driver (Promotional)</i>
42	<i>Cafeteria Van Driver (Open)</i>

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

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

- One vacancy at this time.

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- e. 16/17-55 Approval of an Eligibility List(s) for, ***Contract Analyst (Open) for a one year period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve an Eligibility List(s) for, ***Contract Analyst.***

<i>Number of Candidates</i>	<i>Classification</i>
3	<i>Contract Analyst (Open)</i>

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

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

- One vacancy at this time.

- f. 16/17- 56 Approval to accept, reject, or amend the ***Voluntary Transfers*** of the following as pursuant to PC Rule 60.200.1 for the 2016-2017 school year.

Proposed Action: Motion to approve employees ***Request for Voluntary Transfers.***

<i>Employee Number</i>	<i>Current Classification</i>
BB2431261	Campus Security Assistant
AW1210453	Clerk Typist II
RW8744672	Nutrition Serv. Supv. I
SQ0216306	Plant Worker
QU5195458	School Secretary I

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

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

- g. 16/17- 57 Approval to accept and ratify the ***Lateral Transfers*** of the following as pursuant to PC Rule 60.200.1 for the 2016-2017 school year.

Proposed Action: Motion to approve employees ***Request for Lateral Transfers.***

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<i>Employee Number</i>	<i>Current Classification</i>	<i>Lateral Transfer To</i>
HZ6810351	Business Services Analyst	Contract Analyst
WX9086161	Carpenter	Locksmith
KU9279412	IA Bil-Language Assess.	Library Assistant
SY8904723	IA Special Education	Library Assistant
QU5195458	School Secretary I	Attendance Clerk
VE9552585	Instructional Assistant	Library Assistant

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

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

h. 16/17-58 Approval of an Eligibility List(s) for, *Senior Director of Fiscal Services, for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve an Eligibility List(s) for, *Senior Director of Fiscal Services, (Unranked)*.

<i>Number of Candidates</i>	<i>Classification</i>
3	<i>Senior Director of Fiscal Services (Unranked)</i>

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

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

6. Adjournment – Meeting Adjourned at 3:25pm

Motion to Adjourn this meeting:

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

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

Next scheduled Regular Meeting is **March 24, 2017** commencing at **4:30 p.m.**, in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.