



Compton Unified School District
Regular Meeting of the Personnel Commission

AGENDA

School Police Briefing Room

500 South Santa Fe Avenue

Compton, CA 90221

Wednesday, October 4, 2006

4:00 p.m.

Order of Business

1. *Call to order*
2. *Pledge of Allegiance*
3. *Invocation*
4. *Roll Call*

Mr. Martin Chavez, Chairperson ()

Ms. Myrtle Caldwell, Member ()

Mr. Micah Ali, Member ()

Ms. Tanya Bragg, Secretary ()

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5. Approval of Minutes

Recommend adoption of September 6, 2006 minutes as submitted. **Pursuant to PC Rule 20.200.8**

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

6. Executive/Closed Session

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

1. Request for (1) Cafeteria Worker – Substitute candidate to address the Personnel Commission regarding rejection of application pursuant to fingerprint results. **Pursuant to PC Rule 40.100.3(E 1&2), 40.100.**

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

2. Request for (1) Telephone Technician applicant to address the Personnel Commission regarding rejection of application pursuant to fingerprint results. **Pursuant to PC Rule 40.100.3(E 1&2), 40.100.**

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

3. Conference with labor negotiator agency designated representative: Dr. Patrice Sewell, Sr. Director of HRED and Barry Green, CUSD Attorney. Unrepresented Employee(s): Classified Management, Non- represented classified employees, and to hear a complaint and/or charges brought against personnel and a threat to public security.

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

***Personnel Commission Routine Agenda Items.**

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4. *Performance evaluation report(s) of Director of Classified Personnel Services. Pursuant to PC Rule 60.600.*

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

5. *Request for (1) Computer Lab Coordinator to address the Personnel Commission regarding working out of class. Pursuant to PC Rule 30.200.7*

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

6. *Request for Personnel Assistant to address the Personnel Commission regarding a complaint and/or charges brought against personnel and a threat to public security.*

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

7. Reports *Pursuant to Government Code Section 54957.1*

***06/07-09** *Approval to remove (1) Campus Security Assistant, (1) Cook, and (1) Plant Worker, candidate from the eligibility list. Pursuant to PC Rule 50.100.6*
Financial: No impact.

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

**Personnel Commission Routine Agenda Items.*

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*06/07-10

Approval to accept, reject, or amend the lateral transfer of the following as Pursuant to PC Rule 60.200.1:

<i>Number of Requests</i>	<i>Current Classification</i>	<i>Requested Classification</i>
<i>1</i>	<i>Human Resources Systems Specialist</i>	<i>Systems Specialist</i>
<i>1</i>	<i>Instructional Assistant-Sp. Ed.</i>	<i>Clerk Typist III</i>
<i>1</i>	<i>Instructional Assistant</i>	<i>Instructional Assistant-Sp. Ed.</i>
<i>1</i>	<i>Instructional Assistant</i>	<i>Library Assistant</i>
<i>1</i>	<i>Instructional Assistant-Bilingual</i>	<i>Instructional Assistant-Sp. Ed.</i>
<i>1</i>	<i>Instructional Assistant-Bilingual</i>	<i>Instructional Assistant-CAI</i>
<i>1</i>	<i>Sr. Secretary Non-steno</i>	<i>Sr. Secretary Non-Steno</i>

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

*06/07-11

Approval to accept and ratify the extension of eligibility list(s) for a one-year period. Pursuant to PC Rule 50.100(B)

<i>Number of Requests</i>	<i>Classification</i>
<i>1</i>	<i>Administrative Analyst</i>
<i>1</i>	<i>Cafeteria Van Driver/Worker</i>
<i>1</i>	<i>Cafeteria Worker</i>

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

*Personnel Commission Routine Agenda Items.

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*06/07-12

Approval to accept, reject or amend the reinstatement of the following as Pursuant to PC Rule 60.200.3:

Number of Requests	Requested Classification
1	Instructional Assistant – Child Development
1	Electrician
1	Clerk Typist III
1	Instructional Assistant – Special Education
1	Health Assistant

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

*06/07-13

Approval to accept the new classification of Area Plant Supervisor, Schedule V, Range 191. Pursuant to PC Rule 30.300:

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

*06/07-14

Approval to accept the new classification of Director of Payroll/Risk Management, Schedule U, Range 35. Pursuant to PC Rule 30.300:

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

*Personnel Commission Routine Agenda Items.

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*06/07-15

Approval to revise the following job descriptions as Pursuant to PC Rule 30.200.1, 30.200.2, 30.200.3, 30.200.4, 30.200.6, 30.200.8:

Classification
<i>Communications Coordinator</i>
<i>Noon Duty Aide</i>
<i>Student Nutrition Supervisor I</i>
<i>Student Nutrition Supervisor II</i>

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

*06/07-16

Approval to accept the new classification of Campus Security Supervisor Pursuant to PC Rule 30.300:

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

*06/07-17

Approval to accept the new classification of University Educational Support Provider Tutor Pursuant to PC Rule 30.300:

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

*06/07-18

Approval to grant an appeal hearing for (1) one Instructional Assistant due to automatic resignation. Pursuant to PC Rule 60.900 and 60.1000:

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

***Personnel Commission Routine Agenda Items.**

8. Personnel Matters

A. Classifications advertised:

- Chief Facilities Officer
- Cook
- Health Assistant
- Payroll Specialist

B. Continuous filing classifications advertised:

- Accounting Manager (Fiscal Services)
- Accounting Manager (Student Nutrition)
- Administrative Secretary Bilingual/Spanish
- Cafeteria Aide
- Cafeteria Worker
- Clerk Typist II
- Clerk Typist II – Bilingual/Spanish
- Clerk Typist III
- Clerk Typist III – Bilingual/Spanish
- Community Relations Specialist – Bilingual/Spanish

- Computer Lab Coordinator
- Computer Mechanic Technician
- Electrical Supervisor
- Electrician
- Heavy Equipment Mechanic
- 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
- ITD Help Desk
- Library Assistant
- Nutrition Services Supervisor I
- Nutrition Services Supervisor II

B. Continuous filing classifications advertised: continued

- *Plant Manager I*
- *Plant Manager II*
- *Plant Manager III*
- *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 Community Relations Specialist*
- *Senior Community Relations Specialist Bilingual/Spanish*
- *Senior Secretary – Non Steno*
- *Senior Secretary Bilingual/Spanish – Non Steno*

9. Non-Agenda Items

10. Communications/Correspondence

Recruiting/Selection Exam Calendar.
Job Fair Attendance Calendar – 2006/2007.
September 26, 2006 Board Report – Personnel Actions.

11. Personnel Commissioners' and Director's Discussion

1. *Ten (10) minute briefing by Mr. Robert Nero, Deputy Superintendent.*
2. *Report of Public Agency results from the Applicant Referral Bonus Program Analysis.*
3. *Report of Personnel Commission Staff Training.*
4. *Report of Classified Employees Salary Audit.*
5. *Update on Personnel Commission relocation.*

**Personnel Commission Routine Agenda Items.*

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12. Announcements

General comments from Personnel Commissioners.

13. Adjournment.

Next scheduled meeting will be held on Wednesday, October 4, 2006, commencing at 4:00 p.m., in the School Police Briefing Room, at 500 S. Santa Fe Avenue, Compton, CA 90221.

Approved by:

*Tanya R. Bragg, Director
Classified Personnel Services*

**Personnel Commission Routine Agenda Items.*