



*Compton Unified School District
Regular Meeting of the Personnel Commission*

AGENDA

Office of the Personnel Commission

*500 South Santa Fe Avenue
Compton, CA 90221*

*Thursday, February 3, 2011
4:30 p.m.*

Agenda – Regular Meeting of the Personnel Commission
February 3, 2011

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 meets, please contact Terri Stallings, Administrative Secretary to the Director of Classified Personnel at (310) 639-4321, 55057 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 500 S. Santa Fe Avenue, Compton, CA 90221** during normal business hours of Monday through Friday, 8:00 a.m. to 5:00 p.m. In addition, such writings and documents are posted on the Personnel Commission’s website at: www.compton.k12.ca.us.

A. OPEN SESSION

- 1. Call to Order at 4:30 p.m.
- 2. Roll Call

Mr. Martin Chavez, <i>Chairperson</i>	Present	<input type="checkbox"/>
Ms. Tara Bonner, <i>Vice Chairperson</i>	Present	<input type="checkbox"/>
Ms. Bonita Bradshaw, <i>Member</i>	Present	<input type="checkbox"/>
Ms. Jeanne Batey, <i>Secretary</i>	Present	<input type="checkbox"/>

- 3. Pledge of Allegiance

PUBLIC COMMENTS ON AGENDA AND NON AGENDA ITEMS

All persons wishing to speak on Agenda and Non-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.

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4. Approval of Minutes for January 13, 2011.

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

5. Approval of Agenda of February 3, 2011.

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

6. **INFORMATIONAL ITEMS**

- a. Public Employees to work an out of class/provisional/substitute assignment when employees are absent or lack of eligibility list(s) pursuant to PC Rule 30.200.7 and Ed. Code 45110.
- b. Director's Report
Monthly PC Budget Status Report
Video Presentation - NeoGov
- c. Classified Personnel Actions – January 25, 2011.
- d. P.C. Rule Revision 40.200.7 Character of Examination- **First Reading**

40.200.7 Character of Examination (Education Code, Section 45273)

- A. Examinations will be conducted by the Personnel Commission staff and administered objectively and shall consist of test parts that relate to job performance. The determining of the parts will be submitted to the Director for approval.
- B. Examinations may be written, oral, or in the form of a practical demonstration of skill and ability, or any combination of these. Any investigation of education, character, or identity, and tests of technical knowledge, manual skill, or physical and mental fitness, which in the judgment of the Personnel Commission serves this end, may be employed.

7. **ACTION ITEMS**

10/11- 032 The appointment and swearing into office of Ms. Janice Irving as Personnel Commissioner effective February 3, 2011 ending December 1, 2014.

Comment: The Board of Trustees has voted Ms. Janice Irving to serve as their appointee as Commissioner for the Personnel Commission at its January 25, 2011 meeting.

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

8. **UNFINISHED BUSINESS**

10/11-031 Election of Personnel Commission Officers

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

10/11- 033 Presentation of Reserve Officer Training Program.

Comment: The School Police Department is desirous of implementing a volunteer Reserve Officer Program within the Department. This program is designed to provide the Department with trained volunteer personnel to compliment our present sworn staffing levels, which have been reduced due to budgetary constraints. Due to the current budgetary downturn we are experiencing, this is an excellent and inexpensive manner in which to ensure a continued high level of law enforcement services can continue to be provided to the District by the Department. We anticipate we will be able to attract and hopefully appoint 10-15 Reserve Police Officers to compliment and assist our Department personnel with law enforcement duties.

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

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10/11- 034

Approval of Revised Job Classification specification for Special Education Career Technician.

Comment:

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

10/11-035

Requests for Lateral Transfer

Comment: Personnel Commission Rule 60.200.1(g) states the Personnel Commission shall determine whether classes are sufficiently related to permit transfer between them. It shall consider similarity of duties, minimum qualifications, examination content, occupational group, and promotional field (above and below). In general, more latitude in transfers is permitted in the following situations:

1. As the employee's seniority in the classified service increases.
2. When the transfer request is based on reclassification, impending layoff, or reasons of health.
3. When the employee meets the minimum requirements for the class.

<i>Employee I.D. #</i>	<i>Current Classification</i>	<i>Requested Classification</i>
BF3944637	Grounds Supervisor	Paint Supervisor

Moved: _____ Seconded: _____

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

9. **PERSONNEL COMMISSIONERS' GENERAL COMMENTS**

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 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.

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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**

1. Call to Order
2. Public Employee Discipline, Dismissal, Suspension, Release, Non-reelection, Non-reemployment, Leave, Resignation (Pursuant to Government Code Section 54957).
3. Adjournment/Reconvene in Open Session
 - Report Out of Closed Session (Pursuant to Government Code Section 54947.1)

4. **ADJOURNMENT**

Next regularly scheduled meeting is Thursday, February 17, 2011 commencing at 4:30 p.m., in the Office of the Personnel Commission, at 500 S. Santa Fe Avenue, Compton, CA 90221.

Approved by:

Jeanne Batey, Sr. Director, Classified Personnel Services