



***AMENDED 11/15/11**

*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, November 17, 2011

4:30 p.m.

Agenda – Regular Meeting of the Personnel Commission
November 17, 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 meetings, please contact Ms. Terri Stallings, Administrative Secretary-Confidential to the Sr. Director of Classified Personnel at (310) 604-6534 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

2. Roll Call

Ms. Tara Bonner, <i>Chairperson</i>	Present	<input type="checkbox"/>
Ms. Janice Irving, <i>Vice Chairperson</i>	Present	<input type="checkbox"/>
Ms. Florence Adams-Vickers, <i>Member</i>	Present	<input type="checkbox"/>
Dr. Matt Spencer, <i>Secretary</i>	Present	<input type="checkbox"/>

3. Pledge of Allegiance

4. 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 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 Chairperson 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 unlawful and may result in criminal prosecution.

5. Approval of Minutes for October 20, 2011.

Moved: _____ Seconded: _____

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

Agenda – Regular Meeting of the Personnel Commission
November 17, 2011

6. Approval of Minutes for November 3, 2011.

Moved: _____ Seconded: _____

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

7. Action Items

A. 11/12-015 *Election of Officers for the Personnel Commission.*

Moved: _____ Seconded: _____

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

B. 11/12-016 *Approval of eligibility list(s) for a one-year period pursuant to PC Rule 50.100.1 (a).*

<i>Number of Candidates</i>	<i>Classification</i>
6	<i>Catering Manager</i>
10	<i>Grounds Worker II (Open and Promotional)</i>

Moved: _____ Seconded: _____

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

C. 11/12-017 *Approval of Second Reading of Revision to Classification Specification for Painting Supervisor.*

Moved: _____ Seconded: _____

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

D.11/12-018 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>
JG4802063	Accounting Specialist	Payroll Specialist

Moved: _____ Seconded: _____

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

8. Discussion Items

A. ***First Reading of classification specification*** *Recruitment process for Nutrition Services Operations Manager.*

B. *First Reading – addition to* P.C. Rule 20.400.5.

C. Pathway to Governance Excellence.

9. 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.

10. 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.

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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, December 1, 2011 commencing at 4:30 p.m., in the Office of the Personnel Commission, at 500 S. Santa Fe Avenue, Compton, CA 90221.