



Compton Unified School District
Call and Notice of Special Meeting of the Personnel Commission

MINUTES

Board of Trustees Room

501 South Santa Fe Avenue

Compton, CA 90221

Thursday, November 1, 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*
- 5. Recognition*

6. 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.

7. Approval of Minutes Recommend adoption of October 25, 2007 minutes.
Pursuant to PC Rule 20.200.8

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

8. Information Items

9. Communications

1. November 13, 2007 Board Reports – Personnel Actions.
2. Staff Report/Presentation on Department Reorganization.

Personnel Commission Special Meeting Agenda Items.

10. Audience Comments Non agenda items.

11. Unfinished Business

07/08-10 Approval of recommendation to create new classification of Senior Director, Maintenance and Transportation, with salary placement recommended at Schedule U, Range 39 as **Pursuant to PC Rule 30.200.7 and Ed. Code 45104 and 45260:**

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

12. Action Items

*07/08-43 Approval to remove (2) two Grounds Worker(s) 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

07/08-44 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: Ms. Myrtle Caldway Seconded: Mr. Micah Ali Vote: 3-0

Personnel Commission Special Meeting Agenda Items.

07/08-45

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, 45287:**

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

07/08-46

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 and 45287:**

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

07/08-47

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

Number of Requests	Classification
<i>1</i>	<i>Instructional Assistant-Bilingual</i>

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

07/08-48

Second Reading: Consideration/approval to accept resolution for Bilingual Stipend for Classified Employees 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

07/08-49 Consideration/Approval to accept 2006/07 Annual Report of the Personnel Commission activities.

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

07/08-50 Consideration/Approval for (2) two Plant Worker's appeal of reinstatement and fingerprint rejection as **Pursuant to PC Rule 40.100 and 40.100.3 (E 1&2)**

Plant Worker #1 tabled to the next regularly scheduled meeting. Plant Worker #2 rejected.

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

07/08-51 Consideration/Approval for (1) one Cafeteria Worker's appeal of application rejection based on fingerprint as **Pursuant to PC Rule, 40.100 and 40.100.3(1&2)**

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

07/08-52 Consideration/Approval for (1) one Plant Manager I appeal of reinstatement rejection based on fingerprint as **Pursuant to PC Rule, 40.100 and 40.100.3(1&2)**

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

07/08-53 Discussion/Potential Action of Public Employee Appointment for Warehouse Supervisor.

Accepted: Mr. Martin Chavez Rejected: Mr. Micah Ali Modify: _____
Moved: Ms. Myrtle Caldway Seconded: _____ Vote: 2-1

13. Executive/Closed Session

Pursuant to Government Code 54954.5, 54954.2, 54956, 54956.7, 54956.8, 54956.9, 54956.95, 54961, 54957.6, 54957.8, 1461, 32106, 32155, 37606, 37624.3, 54956.86, 54956.96, 54956.75, 54956.5, 54956, 54956.8, 54956.86, 54957, 5457.6 (a), 54957.8 (1)

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

No action taken.

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

2. **Public Employee Appointment of (2) two Plant Worker, (1) one Cafeteria Worker and (1) one Plant Manager I as Pursuant to PC Rule 60.600.**

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

14. Personnel Matters

A. Classifications advertised:

- Accounting Assistant
- Accounting Manager
- Accounting Specialist
- Area Plant Supervisor
- Cafeteria Worker
- HVAC Assistant
- Maintenance Worker II
- NSOC Registration Assistant
- Painting Supervisor
- Personnel Clerk
- School Police Detective
- School Police Training Officer

B. Continuous filing classifications advertised:

- *Administrative Secretary*
- *Administrative Secretary Bilingual/Spanish*
- *Cafeteria Aide*
- *Campus Security Assistant*
- *Carpenter*
- *Clerk Typist III/Bilingual Spanish*
- *College Tutor*
- *College Worker*
- *Community Relations Specialist Bilingual/Spanish*
- *Computer Lab Coordinator*
- *Cook*
- *Electronic Technician I*
- *Facilities Coordinator*
- *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*
- *Locksmith*
- *Maintenance Coordinator*
- *Network Technician*
- *Nutrition Services Supervisor I*
- *Nutrition Services Supervisor II*
- *Nutrition Specialist*
- *Painter*
- *Payroll Specialist*
- *Plant Manager I*
- *Plant Manager II*
- *Plant Worker*
- *Plumber*
- *School Police Officer*

B. Continuous filing classifications advertised: - continued

- *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*
- *Student Nutrition Operations Manager*
- *University Educational Support Provider Tutor (4 hours a day)*
- *Welder*

15. Personnel Commissioners' and Director's Discussion.

1. *Annual Personnel Commissioners Calendar of Events.*
2. *Classified Employee Recognition of the Month, Mr. Tuan Le, School Police Department.*

16. Personnel Commissioners' General Comments

17. Adjournment.

Next regularly scheduled meeting will be held on Thursday, December 6, 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*