



*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, November 3, 2017**

**1:30 p.m.**

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
NOVEMBER 3, 2017 1:30 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, Interim Senior Director, 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](http://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 was Called to Order at 1:37p.m.**

**2. Roll Call**

Ms. Florence Adams-Vickers, **Chairperson**  
Ms. Angela Burrell, **Vice Chairperson**  
Mr. Omar Spry, **Member**  
Ms. Claudia Lopez, **Interim Secretary**

Present  
Present  
Present  
Present

X
X
X
X

**3. Pledge of Allegiance**

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
NOVEMBER 3, 2017 1:30 p.m.

**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.

**B. CLOSED SESSION**

1. **Public Employee Appointment/Employment:**

- **Personnel Commission Receptionist**  
*(Pursuant to Government Code Section 54947.1)*
- **Adjournment/Reconvene in Open Session and Report Out of Closed Session**  
*(Pursuant to Government Code Section 54947.1)*

**Closed Session Report:**

The Personnel Commission approved in closed session to add one (1) Personnel Commission Receptionist position to the Personnel Commission’s Budget for the 2017/2018 school year.

Moved: FAV Seconded: AB

Ayes	Nays	Abstention
2	0	0

**C. OPEN SESSION**

**Speaker Comments:**

**Terrill Stevenson- Plant Worker (Sub) Applicant:**

**Issue:** DOJ Rejection Notice

Mr. Stevenson addressed the Personnel Commission to discuss his DOJ rejection notice. He wanted to know which item on his background was preventing him from continuing in the pre-employment process. Mrs. Adams explained to him that the District is unable to provide that information. She added that the DOJ results are kept confidential and cannot be discussed with the applicant.

**Joe Rayford- Grounds Worker I:**

**Issue: Grounds Worker II Position**

Mr. Rayford addressed the Personnel Commission to discuss the Grounds Worker II recruitment. He was informed not to apply for the position due to a reclassification in progress. However, he was later contacted to apply. Ms. Lopez explained to him that a pending reclassification doesn't guarantee that it will be approved by the District; therefore, she recommended all the Grounds Worker I's to apply for the Grounds Worker II position. He disagreed with applying since he indicated that he should be just grandfathered in to the position. Ms. Lopez explained to him that The District was not going to be grandfathering the current Grounds Worker I's to Grounds Worker II; therefore, insisted that all the current employee apply for the position. Ms. Lopez will be following-up with the District on the status of the reclassification and will update Mr. Reliford once she has more information.

**Clarence Harris- Grounds Worker I:**

Mr. Harris addressed the Personnel Commission to inform them that he had applied for the Grounds Worker II position. Although he is currently working in an Out-of-Classification as Grounds Worker II, he has applied and has taken the written examination.

**Daniel Gillie: Grounds Equipment Operator:**

Mr. Gillie addressed the Personnel Commission to inform them that in 2013, he was moved to the Plumbing Department. However, he was just informed that he is now being moved to the Grounds Department. Mrs. Adams instructed Mr. Gillie to speak to Mr. Omar Spry so that his concern can be addressed with the Union.

**4. MINUTES**

1. Approval of Minutes – September 8, 2017

Moved:

AB

Seconded:

OS

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

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
 NOVEMBER 3, 2017 1:30 p.m.

2. Approval of Minutes – September 29, 2017

Moved:	<u>    <b>AB</b>    </u>	Seconded:	<u>    <b>OS</b>    </u>	<table border="1"><tr><th>Ayes</th><th>Nays</th><th>Abstention</th></tr><tr><td><b>2</b></td><td><b>0</b></td><td><b>0</b></td></tr></table>	Ayes	Nays	Abstention	<b>2</b>	<b>0</b>	<b>0</b>
Ayes	Nays	Abstention								
<b>2</b>	<b>0</b>	<b>0</b>								

3. Approval of Minutes – October 12, 2017

Moved:	<u>    <b>AB</b>    </u>	Seconded:	<u>    <b>OS</b>    </u>	<table border="1"><tr><th>Ayes</th><th>Nays</th><th>Abstention</th></tr><tr><td><b>2</b></td><td><b>0</b></td><td><b>0</b></td></tr></table>	Ayes	Nays	Abstention	<b>2</b>	<b>0</b>	<b>0</b>
Ayes	Nays	Abstention								
<b>2</b>	<b>0</b>	<b>0</b>								

4. Approval of Minutes – October 20, 2017

Moved:	<u>    <b>AB</b>    </u>	Seconded:	<u>    <b>OS</b>    </u>	<table border="1"><tr><th>Ayes</th><th>Nays</th><th>Abstention</th></tr><tr><td><b>2</b></td><td><b>0</b></td><td><b>0</b></td></tr></table>	Ayes	Nays	Abstention	<b>2</b>	<b>0</b>	<b>0</b>
Ayes	Nays	Abstention								
<b>2</b>	<b>0</b>	<b>0</b>								

**5. INFORMATIONAL ITEM(S)**

 Personnel Commission Meeting Calendar for November and December 2017

**6. PERSONNEL MATTERS**

<b>A. Classifications Advertised:</b>	<b>B. Continuous Filings Classifications Advertised:</b>
<i>I.A. Academic Readiness Closed 11/6/17</i>	<i>Avid Tutor</i>
<i>I.A. Behavior Intervention Closed 11/8/17</i>	<i>College Tutor</i>
<i>Desktop Support Engineer Closed 11/8/17</i>	<i>Instructional Assistant – Special Education (Sub)</i>
	<i>Program Leader-ASES</i>
	<i>School Police Officer - Lateral (Limited Term)</i>
	<i>Temporary Office Worker</i>
	<i>Recreation Director</i>
	<i>Head Coach</i>
	<i>Athletic Coach - Assistant</i>
	<i>Cafeteria Worker - (Sub)</i>

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
 NOVEMBER 3, 2017 1:30 p.m.

**7. ACTION ITEM(S)**

- a. 17/18-35  
 \*UNFINISHED BUSINESS  
 Approval of the Eligibility List(s) for: *Senior Director-Classified Personnel, (Promotional and Open), for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Senior Director – Classified Personnel.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Senior Director-Classified Personnel (Promotional)</i>
<i>2</i>	<i>Senior Director-Classified Personnel (Open)</i>

Moved:     **AB**          Seconded:     **FAV**    

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<i>2</i>	<i>1</i>	<i>0</i>

- b. 17/18-36  
 Approval of the Revisions to Classification Specifications for: *Reprographics Technician.*

Summary: Proposed to Revise the Classification Specifications for: *Reprographics Technician.*

Proposed Action: Motion to approve the Revisions to Classification Specifications for: *Reprographics Technician.*

Moved:     **AB**          Seconded:     **FAV**    

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

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
 NOVEMBER 3, 2017 1:30 p.m.

c. 17/18-37 Approval of the Extension of an Eligibility List(s) for: *Network Supervisor, (Promotional), 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: *Network Supervisor.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Network Supervisor (Promotional)</i>

Moved:

AB

Seconded:

FAV

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

d. 17/18-38 Approval of the Extension of an Eligibility List(s) for: *Instructional Assistant – Computer Lab, (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: *Instructional Assistant – Computer Lab.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Instructional Assistant – Computer Lab (Promotional)</i>
<i>6</i>	<i>Instructional Assistant – Computer Lab (Open)</i>

Moved:

AB

Seconded:

FAV

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

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
 NOVEMBER 3, 2017 1:30 p.m.

e. 17/18-39 Approval of the Extension of an Eligibility List(s) for: *Administrative Specialist, (Promotional 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: *Administrative Specialist.*

<i>Number of Candidates</i>	<i>Classification</i>
<b>4</b>	<i>Administrative Specialist (Promotional only)</i>

Moved:

**AB**

Seconded:

**FAV**

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

f. 17/18-40 Approval of the Eligibility List(s) for: *Instructional Assistant – Bilingual/Spanish, (Open Only), for a one period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Instructional Assistant – Bilingual/Spanish.*

<i>Number of Candidates</i>	<i>Classification</i>
<b>21</b>	<i>Instructional Assistant - Bilingual/Spanish (Open only)</i>

Moved:

**AB**

Seconded:

**FAV**

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



AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
 NOVEMBER 3, 2017 1:30 p.m.

g. 17/18-41 Approval of the Eligibility List(s) for: *Electrician, (Open Only), for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Electrician.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>7</i>	<i>Electrician (Open Only)</i>

Moved:     **AB**          Seconded:     **FAV**    

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

h. 17/18-42 Approval of the Eligibility List(s) for: *Plant Manager I, (Promotional and Open), for a one year period pursuant to PC Rule 50.100.1(a)*

Proposed Action: Motion to approve the Eligibility List(s) for: *Plant Manager I.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>15</i>	<i>Plant Manager I (Promotional)</i>
<i>1</i>	<i>Plant Manager I (Open)</i>

Moved:     **AB**          Seconded:     **FAV**    

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

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION  
NOVEMBER 3, 2017 1:30 p.m.

- i. 17/18-43 *Approval of Consideration/Recommendation regarding candidates for Personnel Commission Joint Appointee, (Pursuant to Education Code Section 45245).*

**Proposed Action: Motion to approve the Consideration/Recommendation regarding candidates for Personnel Commission Joint Appointee.**

Moved: AB Seconded: OS

Ayes	Nays	Abstention
0	2	0

**8. ADJOURNMENT – Meeting was adjourned at 3:15pm**

**Motion to adjourn meeting:**

Moved: A.B. Seconded: O.S.

Ayes	Nays	Abstention
3	0	0

Next scheduled Regular PC Meeting is **November 17, 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.