



## *Office of the Personnel Commission*

*501 South Santa Fe Avenue*

*Suite #150*

*Compton, CA 90221*

## **Notice and Call of Regular Meeting of the Personnel Commission**

# **MINUTES**

**Friday, March 23, 2018**

**1:00 p.m.**

AGENDA – REGULAR MEETING MINUTES OF THE PERSONNEL COMMISSION  
MARCH 23, 2018 1:00 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 **Christopher Calvin, 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 1:01pm**

2. Roll Call

*Ms. Angela Burrell, Chairperson*  
*Mr. Omar Spry, Vice Chairperson*  
*VACANT, Member*  
*Mr. Christopher Calvin, Secretary*

**Present**  
**Present**  
**Present**  
**Present**

X
X
X

3. Pledge of Allegiance

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**MARCH 23, 2018 1:00 p.m.**

**4. MINUTES**

1. Approval of Minutes – February 23, 2018

Moved: OS      Seconded: AB

Ayes	Nays	Abstention
2	0	0

2. Approval of Minutes – March 9, 2018

Moved: OS      Seconded: AB

Ayes	Nays	Abstention
2	0	0

**5. INFORMATIONAL ITEMS**

- *Personnel Commission Meeting Calendar for March 2018 (Revised).*
- *Classified Personnel Actions for March 28, 2018.*

**6. PERSONNEL MATTERS**

<b>A. Classifications Advertised:</b>	<b>B. Continuous Filings Classifications Advertised:</b>
<i>Accounting Assistant Closes 4/02/18</i>	<i>Athletic Coach – Assistant (2,195.00 Seasonal Stipend)</i>
<i>Sec. to the Superintendent Closes 3/23/18</i>	<i>Avid Tutor</i>
<i>Senior Administrative Tech Closes 4/02/18</i>	<i>College Tutor</i>
	<i>Head Coach – (2,475.00 Seasonal Stipend)</i>
	<i>Instructional Assistant – Academic Readiness</i>
	<i>Instructional Assistant – Behavior Intervention</i>
	<i>Instructional Assistant – Special Education (Sub)</i>
	<i>Instructional Assistant – Special Education</i>
	<i>Plant Worker (Sub)</i>
	<i>Program Leader-ASES</i>
	<i>Recreation Director</i>
	<i>School Police Officer - Lateral (Limited Term)</i>

**7. ACTION ITEMS**

**a. 17/18 - 64**  
 \*TABLED  
 ON 3/9/18

Approval of the New Classification and Class Specifications for:  
*Construction and Facilities Specialist III.*

**Summary:** Proposed creation of a New Classification and Class Specifications for: *Construction and Facilities Specialist III.*

**Proposed Action:** Motion to approve a New Classification and Class Specifications for: *Construction and Facilities Specialist III.*

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

Ayes	Nays	Abstention
✓	✓	

\* Mr. Calvin stated to create another vacancy only within this position. Make sure the classification remains the same within the job description. Mr. Holt will contact the commission if there is a need for any additional specification changes.

**b. 17/18 - 80**

Approval of the Eligibility List(s) for: *I.A. Special Education (Substitute), (4 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: *I.A. Special Education (Substitute).*

Number of Candidates	Classification
4	<i>I.A. Special Education (Substitute) (Open only)</i>

Moved: OS Seconded: AB

Ayes	Nays	Abstention
2	0	0

AGENDA – REGULAR MEETING MINUTES OF THE PERSONNEL COMMISSION  
MARCH 23, 2018 1:00 p.m.

c. 17/18 - 81 Approval of the Eligibility List(s) for: *Plant Worker (Substitute)*,  
(9 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:  
*Plant Worker (Substitute)*.

<i>Number of Candidates</i>	<i>Classification</i>
<i>9</i>	<i>Plant Worker (Substitute) (Open only)</i>

Moved: OS Seconded: AB

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

d. 17/18 - 82 Approval of the Eligibility List(s) for: *Plumber*,  
(1 Plumber (Promotional), 2 Plumber (Open), for a one year period  
pursuant to PC Rule 50.100.1(a)

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

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Plumber (Promotional)</i>
<i>2</i>	<i>Plumber (Open)</i>

Moved: OS Seconded: AB

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

**\*Correction submitted in meeting by Mr. Calvin and approved by the commission.**

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 MARCH 23, 2018 1:00 p.m.

e. 17/18 - 83 Approval of the Eligibility List(s) for: **Reprographics Technician, (1 Promotional) and (9 Open)**, for a one year period pursuant to PC Rule 50.100.1(a)

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

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Reprographics Technician (Promotional)</i>
<i>9</i>	<i>Reprographics Technician (Open)</i>

Moved: OS      Seconded: AB

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

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

- Motion to Adjourn meeting:

Moved: A.Burrell      Seconded: O.Spry

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

Next scheduled Special PC Meeting is April 13, 2018 commencing at 1:00 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.