



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

# ***MINUTES***

***School Police Briefing Room***

*500 South Santa Fe Avenue*

*Compton, CA 90221*

***Wednesday, November 1, 2006***

***4:00 p.m.***

***Order of Business***

- 1. Call to order***
- 2. Roll Call***

<i>Mr. Martin Chavez, Chairperson</i>	<i>( x )</i>
<i>Ms. Myrtle Caldwell, Member</i>	<i>( x )</i>
<i>Mr. Micah Ali, Member</i>	<i>( x )</i>
<i>Ms. Tanya Bragg, Secretary</i>	<i>( x )</i>

- 3. Pledge of Allegiance***
- 4. Invocation***

*Minutes – Regular Meeting of the Personnel Commission  
November 1, 2006*

5. 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.*

6. Approval of Minutes Recommend adoption of November 1, 2006 minutes as submitted as Pursuant to PC Rule 20.200.8

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

7. Information Items None

**Personnel Commission Regular Meeting Agenda Items.**

Minutes – Regular Meeting of the Personnel Commission  
November 1, 2006

8. Communications

Recruiting/Selection Exam Calendar.  
Job Fair Attendance Calendar – 2006/2007.  
October 24, 2006 Board Report – Personnel Actions.

9. Audience Comments

Non agenda items.

10. Unfinished Business

None.

11. Action Items

\*06/07-25

Approval to remove (1) one Cafeteria Worker candidate 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

06/07-26

Approval to accept and ratify the eligibility list(s) for a one-year period. **Pursuant to PC Rule 50.100(B)**

<b>Number of Requests</b>	<b>Classification</b>
6	Accounting Manager

Item was tabled to the December 6, 2006 meeting.

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

**Personnel Commission Regular Meeting Agenda Items.**

06/07-27

Approval to accept, reject or amend the reinstatement of the following as **Pursuant to PC Rule 60.200.3**

Number of Requests	Requested Classification
1	Instructional Assistant – Special Education
1	Cafeteria Supervisor I – Substitute
1	Cafeteria Worker I
1	Instructional Assistant – Bilingual
1	Instructional Assistant – Child Development

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

06/07-28

Approval to accept, the revisions to the Chief of Facilities minimum qualifications as **Pursuant to PC Rule 60.200.3:**

Item was tabled to the December 6, 2006 meeting.

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

06/07-29

Approval to open to the public, the following job announcements as **Pursuant to PC Rule 60.200.3:**

Director of Payroll/Risk Management
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Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
 Moved: Ms. Myrtle Caldway Seconded: Mr. Micah Ali Vote: 3-0

06/07-30

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:**

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

06/07-31

Approval to accept the recommendation to reclassify the following classifications as Pursuant to PC Rule 60.200.3:

1. (2) Clerk Typist III, Schedule W, Range 10 to Special Education Enrollment Specialist, Schedule W, Range 12.

Item was tabled to the December 6, 2006 meeting.

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

06/07-32

Approval to accept a new classification of Special Education Enrollment Supervisor, Schedule V, Range 15 as Pursuant to PC Rule 60.200.3:

Item was tabled to the December 6, 2006 meeting.

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

12. Executive/Closed Session

1. Public Employee Employment: Request for (1) Telephone Technician applicant to address the Personnel Commission regarding rejection of application pursuant to fingerprint results. Pursuant to PC Rule 40.100.3(E 1&2), 40.100.

No action taken. Applicant will submit required documentation request and will be reconsidered at the next regular schedule meeting. To date, Personnel Commission staff has not received requested documents.

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

2. Public Employee Performance Evaluation: Director of Classified Personnel Services. Pursuant to PC Rule 60.600.

Item was tabled to the December 6,, 2006 meeting.

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

Minutes – Regular Meeting of the Personnel Commission  
November 1, 2006

3. Request by Public Employee to meet with Personnel Commissioners regarding rejection of application. **Pursuant to PC Rule 40.100.4**

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

4. Request by Public Employee to meet with Personnel Commissioners regarding salary issue. **Pursuant to PC Rule 70.100 and 70.200.**

Item was tabled to the December 6, 2006 meeting.

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

5. Request for Public Employee to address the Personnel Commission regarding working out of class as **Pursuant to PC Rule 30.200.7**

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

6. Acceptance of the recommendation of the Hearing Officer in the case of one (1) Public Employee as **Pursuant to PC Rule 60.1000**

Item was tabled to the December 6, 2006 meeting.

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

7. Public Employee Employment: Request for applicant(s) to address the Personnel Commission regarding rejection of reinstatement request as **Pursuant to PC Rule 40.100.3(E 1&2), 40.100.**

Item was table to the December 6, 2006 meeting.

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_  
Moved: Mr. Micah Ali Seconded: Ms. Myrtle Caldwell Vote: 3-0

8. Public Employee: Request to address the Personnel Commission regarding the process for reclassifying the position of Secretary Non Steno to a higher classification as **Pursuant to PC Rule 40.100.3(E 1&2), 40.100.**

No action taken on this item.

Accepted: Mr. Martin Chavez Rejected: \_\_\_\_\_ Modify: \_\_\_\_\_

**Personnel Commission Regular Meeting Agenda Items.**

13. Personnel Matters

A. Classifications advertised:

- Cook
- Director of Payroll/Risk Management
- Health Assistant
- Payroll Specialist

B. Continuous filing classifications advertised:

- Administrative Secretary Bilingual/Spanish
- Cafeteria Aide
- Cafeteria Worker
- Clerk Typist II – Bilingual/Spanish
- Clerk Typist III
- Clerk Typist III – Bilingual/Spanish
- Computer Lab Coordinator
- Computer Mechanic Technician
- Electrical Supervisor
- Electrician
- Heavy Equipment Mechanic
- 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
- ITD Help Desk
- Library Assistant
- Nutrition Services Supervisor I
- Nutrition Services Supervisor II
- Plant Manager I
- Plant Manager II
- Plant Manager III

*Minutes – Regular Meeting of the Personnel Commission*

*November 1, 2006*

- *Plumber*

*B. Continuous filing classifications advertised: Continued*

- *School Police Officer*
- *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*

*14. Personnel Commissioners’ and Director’s Discussion.*

*15. Adjournment.*

*Next regularly scheduled meeting will be held on Wednesday, December 6, 2006, commencing at 4:00 p.m., in the School Police Briefing Room, at 500 S. Santa Fe Avenue, Compton, CA 90221.*

*Approved by:*

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*Tanya R. Bragg, Director  
Classified Personnel Services*