



# *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**

*Tuesday, July 28, 2020*

*5:30 p.m.*

Per Governor Newsom's Executive Order on March 12, 2020, which Enhanced the State's and Local Government's ability to respond to COVID-19; It allows local or state legislative bodies to hold meetings via teleconference and make meetings accessible electronically.

**TELECONFERENCE ONLY!**

**PUBLIC COMMENTS WILL BE ACCEPTED BY RAISING YOUR HAND,  
BY PRESSING \*9**

**ANYONE WISHING TO MAKE PUBLIC COMMENTS MUST HAVE  
THEIR HAND RAISED BETWEEN 5:00 P.M. AND 5:20 P.M.**

**CALL IN NUMBER (877) 853-5257**

**MEETING ID 939-4457-3779**

*Due to the high volume of calls, it may take long to connect or calls may drop. We apologize for any inconvenience this may cause.*

*Chairperson, Angela Burrell*

*Vice Chairperson, Gregory Pitts*

*Member, Ieesha Hayward*

*Secretary, Christopher Calvin*

*Will participate via Teleconference or Electronic Means*

## AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

**July 28, 2020 5:30 pm**

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 of Classified Personnel Services, at (310) 639-4321, for assistance. Notification of at least forty-eight (24) 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 the agenda will be made available for the public inspection in the *Personnel Commission Office located at 501 S. Santa Fe Ave, Suite #150, 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](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 5:42 p.m.
2. Roll Call

#### PRESENT

Angela Burrell, <i>Chairperson</i>	X
Gregory Pitts, <i>Vice Chairperson</i>	X
Ieesha Hayward, <i>Member</i>	X
Christopher Calvin, <i>Secretary</i>	X

3. Pledge of Allegiance
4. Public Comments

# AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION

July 28, 2020 5:30 pm

## 5. MINUTES

- Approval of Minutes – June 25, 2020

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>
Mr. Pitts	Ms. Hayward	XXX		

## 6. INFORMATIONAL ITEMS

- ❖ Classified Actions Report July 14, 2020
- ❖ COVID-19 Social Distancing Update – *Please see District website for current COVID-19 updates.*

## 7. ACTION ITEMS

### a. 19/20-66 \*Tabled

Approval of New Classification & Job Specification for: *Construction Estimator & Project Manager*

**Proposed Action:** Motion to approve the creation of a *New Classification & Job Specification for Construction Estimator & Project Manager.*

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>

- *Commissioners would like to have department chairs present when a job description is being presented to them for approval.*

### b. 19/20-67 \*Tabled

Approval of New Classification & Job Specification for: *Assistant Director – Warehouse.*

**Proposed Action:** Motion to approve the creation of a *New Classification & Job Specification for Assistant Director – Warehouse.*

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>

**AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION**

**July 28, 2020 5:30 pm**

**c. 20/21-1**

*2020/2021 Approval of Transfer/Lateral Transfer Requests:* (with the reason for Transfer Request stated with the listing).

**Proposed Action:** Motion to approve employees *Transfer/Lateral Transfer Requests:* (with the reason for Transfer Request Stated with the listing).

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>
Mr. Pitts	Ms. Hayward	XXX		

<b>Employee Number</b>	<b>Current Classification</b>	<b>Transfer/Lateral Transfer to</b>
<b>BV6037712</b>	<b>IA Sp Ed</b>	<b>IA Sp Ed</b>
<b>DW7718298</b>	<b>IA Sp Ed</b>	<b>IA Sp Ed</b>
<b>DW7242098</b>	<b>Cafeteria Worker I</b>	<b>Cafeteria Worker I</b>
<b>VJ8308712</b>	<b>Sr. Admin Tech</b>	<b>Sr. Admin Tech</b>
<b>RU5471076</b>	<b>IA Sp Ed</b>	<b>IA Sp Ed</b>
<b>QN1293717</b>	<b>Cafeteria Worker I</b>	<b>Cafeteria Worker I</b>
<b>WX9086161</b>	<b>Carpenter</b>	<b>Carpenter</b>

**d. 20/21-2**

Approval of Ratification to provide a one-time off schedule payment for all Certificated Administrators, *Classified Administrators*, Classified Management, Classified Confidential, Confidential and all other unrepresented Employees.

**Proposed Action:** Motion to approve the Ratification of a one-time off schedule payment of 3.0% for all Certificated Administrators, *Classified Administrators*, Classified Management, Classified Confidential, Confidential, and all other Unrepresented Employees as set forth in the 2019-2020 salary schedule. A one-time off schedule payment of 3.0% for the Senior Director-Classified Personnel as set forth in the 2019-2020 salary schedule.

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>
Mr. Pitts	Ms. Hayward	XXX		

**AGENDA-SPECIAL MEETING OF THE PERSONNEL COMMISSION**

**July 28, 2020 5:30 pm**

**Motion to recess into Closed Session:**

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>
Mr. Pitts	Ms. Hayward	XXX		

**8. CLOSED SESSION** Convened into closed session at 6:51 p.m.

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: Senior Director of Classified Personnel Services (*Government Code section 54957*)
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to *Government Code section 54956.9(b)* Total number of cases: One
- Adjournment/Reconvene in Open Session and Report Out of Closed Session (*Pursuant to Government Code Section 54947.1*)

**Reconvened out of closed session at 7:24 p.m.**

**9. ADJOURNMENT** - Meeting adjourned at 7:42 p.m.

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Nays</i>	<i>Absentation</i>
Mr. Pitts	Ms. Hayward	XXX		

Next Regular Meeting is **Thursday, August 28, 2020** commencing at 5:30 p.m., in the Office of the Personnel Commission, Suite #150 at 501 S. Santa Fe Ave, Compton, CA 90221