



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

AGENDA

Tuesday, November 13, 2018

4:15 p.m.

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

November 13, 2018 4:15 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 (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 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

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. Call to Order

2. Roll Call

PRESENT

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

3. Pledge of Allegiance

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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 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 Sessions. 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 the 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. **Performance Evaluation**-Probationary Classified Management:
 - Senior Director of Classified Personnel
(Pursuant to Government Code Section 54947)
2. Adjournment/Reconvene in Open Session and Report Out of Closed Session
(Pursuant to Government Code Section 54947.1)

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C. OPEN SESSION

4. MINUTES

- 1. Approval of Minutes - October 05, 2018

Moved	Seconded	Ayes	Nays	Absentation

5. INFORMATION ITEM(S)

- ❖ Classified Actions Report October 24, 2018
- ❖ Classified Actions Report November 14, 2018
- ❖ Personnel Commission 2017-2018 Annual Report

6. PERSONNEL MATTERS

A. Classifications Advertised:		B. Continuous Filing Classifications Advertised:
<i>Computer Lab Coordinator</i>	<i>Closing 11/19/18</i>	<i>Assistant Athletic Coach (\$2,195.00 Stipend)</i>
<i>Heavy Equipment Mechanic</i>	<i>Closing 11/19/18</i>	<i>Athletic Coach (\$2,195.00 Stipend)</i>
<i>Instructional Assistant-Healthcare CNA</i>	<i>Closing 11/27/18</i>	<i>AVID Tutor</i>
<i>Irrigation System Technician</i>	<i>Closing 12/03/18</i>	<i>Campus Security Assistant</i>
<i>Plumber</i>	<i>Closing 11/15/18</i>	<i>Campus Security Assistant-Substitute</i>
<i>Purchasing Analyst</i>	<i>Closing 11/15/18</i>	<i>College Tutor</i>
		<i>Head Coach (\$2,475.00 Stipend)</i>
		<i>Instructional Assistant -Academic Readiness</i>
		<i>Instructional Assistant-Behavior Intervention</i>
		<i>Instructional Assistant-Special Education</i>
		<i>Instructional Assistant-Special Education Substitute</i>
		<i>Plant Worker Substitute</i>
		<i>Program Leader-ASES</i>
		<i>Recreation Director</i>
		<i>School Police Detective</i>
		<i>School Police Officer</i>
		<i>School Police Officer-Lateral (Limited Term)</i>

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b. 18/19-27

Approval of New Classification & Job Specifications for: Energy Manager

Summary: Creation of New Classification and Job Specification for: *Energy Manager*.

Proposed Action: Motion to approve the creation of a New Classification and Job Specification for *Energy Manager*.

Moved	Seconded	Ayes	Nays	Absentation

c. 18/19-28

Approval of New Classification & Job Specifications for: Senior Data Technician.

Summary: Creation of New Classification and Job Specification for: *Senior Data Technician*.

Proposed Action: Motion to approve the creation of a New Classification and Job Specification for *Senior Data Technician*.

Moved	Seconded	Ayes	Nays	Absentation

d. 18/19-29

Approval of Modification of Job Specifications for: Electrician

Summary: Proposed change of the Classification and Job Specification for: *Electrician*.

Proposed Action: Motion to approve the change of the Classification and Job Specification for *Electrician*.

Moved	Seconded	Ayes	Nays	Absentation

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e. 18/19-30

Approval of Modification of Job Specifications for: Plumber

Summary: Proposed change of the Classification and Job Specification for: *Plumber.*

Proposed Action: Motion to approve the change of the Classification and Job Specification for *Plumber.*

Moved	Seconded	Ayes	Nays	Absentation

f. 18/19-31

Approval of Eligibility list(s) for *Clerk Typist II Bilingual/Spanish, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Clerk Typist II Bilingual/Spanish.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>6</i>	<i>Clerk Typist II Bilingual/Spanish (Open Only)</i>

Moved	Seconded	Ayes	Nays	Absentation

g. 18/19-32

Approval of Eligibility list(s) for *Clerk Typist II, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Clerk Typist II.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Clerk Typist II (Promotional)</i>
<i>8</i>	<i>Clerk Typist II (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation

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h. 18/19-33

Approval of Eligibility list(s) for *Translator - Interpreter (Spanish)* , for a (one year period pursuant to PC rule 50.100.1 (a)

Proposed Action: Motion to approve Eligibility List(s) for *Translator - Interpreter (Spanish)*.

<i>Number of Candidates</i>	<i>Classification</i>
<i>3</i>	<i>Translator-Interpreter (Spanish) (Promotional)</i>
<i>2</i>	<i>Translator-Interpreter (Spanish) (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation

i. 18/19-34

Approval of Eligibility list(s) for *Plant Worker*, for a (one year period pursuant to PC rule 50.100.1 (a)

Proposed Action: Motion to approve Eligibility List(s) for *Plant Worker*.

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Plant Worker (Promotional)</i>
<i>27</i>	<i>Plant Worker (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation

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j. 18/19-35

Approval of Eligibility list(s) for *Nutrition Program Analyst, for a (one year period pursuant to PC rule 50.100.1 (a))*

Proposed Action: Motion to approve Eligibility List(s) for *Nutrition Program Analyst.*

<i>Number of Candidates</i>	<i>Classification</i>
2	<i>Nutrition Program Analyst(Promotional)</i>
3	<i>Nutrition Program Analyst (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation

8. ADJOURNMENT

Next scheduled Regular Meeting is December 7, 2018 commencing at 4:15 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.