



Compton Unified School District
Regular Meeting of the Personnel Commission

MINUTES

School Police Briefing Room

500 South Santa Fe Avenue
Compton, CA 90221

Tuesday, April 24, 2007
4:30 p.m.

Order of Business

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

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

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

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*Moment of Silence in honor of the Virginia Tech tragedy and the passing of
Congresswoman Juanita Millender-McDonald.*

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 April 5, 2007 minutes. Pursuant to PC Rule 20.200.8

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

7. Information Items

8. Communications

- 1. Recruiting/Selection Exam Calendar.*
- 2. April 24, 2007 Board Report – Personnel Actions.*

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9. Audience Comments Non agenda items.

1. Tony Hicks spoke on Discussion Item #14 from the April 5, 2007 meeting. The Commissioners' requested a written report from staff for the next regularly scheduled meeting.
2. Calvin Blakely, President of the Police Officers' Association spoke regarding Campus Security Assistant training. If such a program were set up, who would incur the cost of \$45 for each assistant.
3. Ms. Carol Richie, Vice President of AFT asked if the Personnel Commission holds hearings regarding the budget.
4. Mr. Charles Blackmon asked about the hiring process, and a meeting was set up with the Director of Classified Personnel for April 25, 2007 at 3:00 p.m.
5. Ron Bennett, President of AFT asked if the new Director of Communications was hired as a Senior Director. He also asked what level of administrators receive an Executive Secretary.

10. Unfinished Business

None.

11. Action Items

Items 86 and 87 were approved as routine items.

*06/07-86 Approval to remove (1) one Cafeteria Worker candidate(s) from the eligibility list. Pursuant to PC Rule 50.100.6

Financial: No impact.

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

*06/07-87 Approval to accept and ratify the eligibility list(s) for a one-year period. Pursuant to PC Rule 50.100(B)

Number of Candidates	Classification
100	Cafeteria Worker
2	Library Assistant
5	Plant Manager I
2	Plant Manager II
2	School Secretary I
1	Sr. Secretary Non Steno

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

Personnel Commission Regular Meeting Agenda Items.

06/07-88 Approval to accept, reject, or amend the lateral transfer of the following as Pursuant to PC Rule 60.200.1:

Number of Requests	Current Classification	Requested Classification
1	Plant Worker	Grounds Worker

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

06/07-89 Approval to accept and ratify the District’s request to employ Public Employees to work a substitute assignment when employees are absent as Pursuant to PC Rule 30.200.7 and Ed. Code 45110:

The Personnel Commissioners asked how substitutes are brought in. The Director of Classified Personnel responded by stating

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

06/07-90 Approval to accept, reject, or amend the transfer of the following as Pursuant to PC Rule 60.200.1:

Number of Candidates	Classification
3	Executive Secretary
1	Campus Security Assistant

Accepted: Mr. Martin Chavez Rejected: Mr. Micah Ali Modify: _____
 Moved: Ms. Myrtle Caldwell Seconded: _____ Vote: 2-1

12. Executive/Closed Session

1. Consideration/Action Regarding Hearing Officer decision in the matter of discipline appeal of one (1) Instructional Assistant-Special Education as Pursuant to PC Rule 60.1000

No action taken.

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Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

- 2. Request for one (1) Grounds Worker I applicant to address the Personnel Commission regarding rejection of fingerprint results as Pursuant to PC Rule, 40.100 and 40.100.3(E 1&2).*

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

- 3. Request for one (1) Plant Worker applicant to address the Personnel Commission regarding rejection of fingerprint results as Pursuant to PC Rule, 40.100 and 40.100.3(E 1&2).*

Item tabled until applicant provides the commission with requested information.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

- 4. Request for one (1) Grounds Worker I applicant to address the Personnel Commission regarding rejection of fingerprint results as Pursuant to PC Rule, 40.100 and 40.100.3(E 1&2).*

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

- 5. Request for one (1) Health Assistant applicant to address the Personnel Commission regarding rejection of fingerprint results as Pursuant to PC Rule, 40.100 and 40.100.3(E 1&2).*

No action taken.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

6. Request by one (1) Grounds Worker II applicant to address the Personnel Commission regarding rejection of reinstatement request **as Pursuant to PC Rule 40.100 and 40.100.3(E 1&2).**

Item tabled. The Commissioners' requested staff to obtain attendance records for the next regularly scheduled meeting.

Accepted: _____ Rejected: _____ Modify: _____
Moved: _____ Seconded: _____ Vote: _____

7. Public Employee Appointment/Employment/Evaluation of Performance: Director of Classified Personnel Services. Pursuant to PC Rule 60.600.

Done.

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

13. Personnel Matters

A. Classifications advertised:

- Executive Secretary

B. Continuous filing classifications advertised:

- Administrative Secretary Bilingual/Spanish
- Benefits Worker's Compensation Analyst
- Communications Coordinator
- Community Relations Specialist Bilingual/Spanish
- Computer Lab Coordinator
- Cook
- Financial Analyst
- Grounds Equipment Operator
- Grounds Worker I
- Grounds Worker II
- 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

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- *Instructional Assistant – Special Education*
- *Library Assistant*
- *Network Technician*

B. Continuous filing classifications advertised: - Continued

- *New Student Orientation Center Analyst (N.S.O.C.) Bilingual/Spanish*
- *Nutrition Services Supervisor I*
- *Nutrition Services Supervisor II*
- *Nutrition Specialist*
- *Payroll Specialist*
- *Plant Manager I*
- *Plant Manager II*
- *Plumber*
- *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*
- *Software & User Support Trainer*
- *Systems Specialist*
- *University Educational Support Provider Tutor (Unclassified) (4 hours a day)*

14. Personnel Commissioners' and Director's Discussion.

- 1. Report of Community Relations Specialist work hours. Director informed the Personnel Commissioners that the work hours will be provided at the next meeting.*
- 2. Report of Executive Secretaries in the District was provided to the Personnel Commissioners.*
- 3. Commissioner Ali would like the record to state he did not receive items requested under Item No. 4 of the Personnel Commissioners' and Director's Discussion on the April 5, 2007 Agenda.*

15. Personnel Commissioners' General Comments

Adjournment.

Next regularly scheduled meeting will be held on Wednesday, May 3, 2007, commencing at 4:30 p.m., in the Board of Trustees Room, at 501 S. Santa Fe Avenue, Compton, CA 90221.

Personnel Commission Regular Meeting Agenda Items.

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Approved by:

*Tanya R. Bragg, Director
Classified Personnel Services*