

Office of the Personnel Commission
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PERSONNEL COMMISSION

Angela Burrell-Chairperson
Ieesha Hayward-Vice Chairperson
Gregory Pitts-Member

Commission Staff

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Special Thanks

Special Thanks to CUSD for allowing the use of facilities and staff in support of Testing and Personnel Commission Meetings. Our "Warmest Appreciation" to all District Departments for your support throughout the school year.

BOARD OF TRUSTEES

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Dr. Darin E. Brawley-Superintendent

Office of the Personnel Commission

Annual Report

July - June
2017 - 2018



A Merit System District

An Equal Opportunity Employer

*"Working to Support Those Who Support
Our Students!"*

Our Personnel Commission 2017-2018

District Appointee
Angela Burrell Chairperson

In December 2016, Ms. Angela Burrell was appointed to the Personnel Commission due to her extensive Leadership and Human Resource experience. Ms. Burrell has an unwavering commitment to the educational goals the school board is committed to provide the community. Ms. Burrell has her Bachelors Degree in Business Administration and is committed to enriching the quality of Compton Unified School District programs and services by providing a quality standards-based education for all students by the recruitment, selection, and quality of employees to serve as role models to every student.

Union Appointee,
Gregory Pitts, Member

In October 2018, Mr. Pitts was appointed to the Personnel Commission. Mr. Pitts is a high school teacher in Santa Monica As a professional, Mr. Pitts has many accomplishments and is currently a department chairperson. A proud resident of Compton, Mr. Pitts is looking forward to working with his fellow Commissioners to move the Classified Personnel of Compton Unified School District forward.

Joint Appointee
Ieesha Hayward, Vice Chairperson

In June 2018, Ms. Ieesha Hayward was appointed to the Personnel Commission. Ms. Hayward has been a resident of Compton for 11 years. She serves as an HR professional for the County of Los Angeles with 15+ years of comprehensive knowledge and experience in the field of human resources. Her scope of responsibility include 1) assessing HR programs to identify strengths, weakness, and opportunities for improvement in business processes and practices, 2) providing technical, administrative, and consultative expertise to strengthen HR capacity in the primary areas of recruitment and selection, personnel operations, classification development and compensation. She also formerly served as a Board Member for the City of Compton, Personnel Board for 8 years. She believes in the importance of establishing and maintaining a healthy and effective workplace. Her experience with the civil service process has prepared Ms. Hayward to be effective in her role with CUSD, Personnel Commission.

Mission Statement

The Personnel Commission will recruit, select, and retain quality Classified Employees who will serve as role models for our students and demonstrate the values of tenacity, teamwork, dependability, cooperativeness, and high standards to all we serve; thereby enriching the quality of Compton Unified School District programs and services.

**Personnel Commission
Statement of Ethics**

We, the Personnel Commission and staff of the Compton Unified School District, shall honor and support the goals of the Board of Education;

- ◇ We will implement the merit system with a blind eye to any particular group, reinforcing the principle that favoritism shall not enter into any decisions made by staff or the Personnel Commission;
- ◇ We will make all decisions on the merits, free from partiality, prejudice or conflicts of interest and we will fulfill our responsibilities and use our positions to advance public interest, not for personal gain;
- ◇ We will conduct all business openly, efficiently, equitably, and honorably so the public can make informed judgments and hold public officials and employees accountable;
- ◇ We will honor and respect democratic principles; observe the letter and spirit of the laws, carry out in good faith all rules and regulations of the Personnel Commission and policies of the Board of Education in the mutual interest of the employees, students, and the community we serve;
- ◇ We will safeguard the public confidence in the integrity of the merit system and public service by avoiding appearances of impropriety and conduct unbecoming public officials and public employees;
- ◇ We will treat all persons fairly, with respect and dignity; we will honor our responsibilities by behaving in a trustworthy and responsible manner; and we will conduct ourselves in an ethical manner free of conflict of interest at all times.
- ◇ We will support the educational program of this District through efforts to recruit and provide to the District the most qualified classified employees possible;
- ◇ We will ensure the efficiency of the classified service through, well-defined processes free from partiality, prejudice, or conflicts of interest in recruiting, testing, selecting, promoting, and retaining qualified employees; In that equal employment opportunity is a keystone of the merit system principles, and a diverse workplace is important in fostering strong relationships among people of different cultures, we will strive to ensure diversity in the candidates available for selection.
- ◇ Service as an employee in public schools is a noble one. We will fulfill our responsibility to the constituencies we serve (students, parents, community, District) to provide the best possible caring service in fulfilling our responsibilities.

What is the Merit System?

Personnel Commissions are a part of a system of personnel administration termed the "Merit System." Legal guidelines for the merit system in California School Districts are outlined in Education Code Sections 45240 to 45320 and 88000 to 88180 and are based upon the following general principles:

Employment and Promotion on the basis of Merit as shown by competitive examination: *Employees for positions in the classified service are to be chosen by impartial selection methods to ensure that merit is the prime factor in employment. In addition, the Personnel Commission shall establish recruitment methods that will reach all segments of eligible applicants within an appropriate geographical area.*

Career Service: *Employees are encouraged to remain with and to promote within a given agency; thus, the School District has the benefit of retaining the services of qualified persons it has selected and trained. As part of a career service, examinations are given on a "promotional only" basis whenever possible with only District employees allowed to compete.*

Like Pay for Like Service: *Positions in the public service are carefully delineated according to type of level so that all employees performing similar tasks at the same level of difficulty and responsibility are compensated equally.*

Impartial hearing of appeals from discipline actions: *An employee may appeal a discipline action (such as a suspension, demotion, or dismissal), and is entitled to request a hearing by the Personnel Commission to ensure that due process and fair play have been observed.*

Prohibition against discrimination: *No person can be denied a job or promotion because of affiliations, race, color, national origin, ancestry, age, religious beliefs, marital status, sex, sexual preference, sexual harassment, disability, medical condition, employee organization membership or non-membership, legal activities, political beliefs or acts as provided in the California Education Code.*



Mrs. Angela Burrell
Chairperson



Ms. Ieesha Hayward
Vice Chairperson



Mr. Gregory Pitts
Member

**Compton Unified School District
TOTAL CLASSIFIED EMPLOYEES**

2017-18

1,531

ACTIVITY REPORT

<u>MEETINGS</u>	<u>2017-2018</u>
Regular Meetings	5
Special Meetings	24

<u>ACTIONS</u>	
Salary Realignment	5
Rule Changes	0
Appeals	0

<u>EXAMINATIONS</u>	<u>2017-2018</u>
Total Recruitments	73
Open Recruitments	49
Promotional Recruitments	24
Applications Received	8,583
Written Examinations	32
Oral Panels Conducted	40
Performance Examinations	13
Candidates Qualified	425
Selection Interviews	85

<u>EMPLOYMENT</u>	<u>2017-2018</u>
New Employees	134
Promotions	29
Reclassifications	4
Reinstatements	8
Transfers	142
Terminations	15
Probationary Releases	0
Resignations	155
Retirements	37
Exhaustions	9
Deceased	4
Exempt (Student Workers/Coaches)	251
New Positions Established	13
Limited Term/Provisional	6
Voluntary Demotions	17
Reemployment	0
Working Out-of-Class	33
Leaves of Absence	533
Substitutes	140
Positions Eliminated	7.25
Layoffs	1