

PERSONNEL COMMISSION

501 S. Santa Fe Avenue, Suite 133
Compton, CA 90220

Angela Burrell-Chairperson

Gregory Pitts-Vice Chairperson

Ieesha Hayward-Member

Commission Staff

Christopher Calvin-Senior Director- Ext. 55054

Claudia K. López – Assistant Director-55092

Lina Bravo, Personnel Assistant-Ext. 55060

Johanna Ovalle, Personnel Technician Ext. 55062

Chrystell Gaitan, Personnel Comm. Receptionist

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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

Micah Ali-President

Satra Zurita-Vice-President

Charles Davis-Clerk

LoWanda Green-Legislative Representative

Mae Thomas-Member

Sandra Moss-Member

Alma Pleasant-Member

Dr. Darin E. Brawley-Superintendent

Office of the Personnel Commission

Annual Report

**July – June
2019 – 2020**



***A Merit System District
An Equal Opportunity Employer***

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

Our Personnel Commission 2019-2020

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 unbefitting 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



Mrs. Ieesha Hayward
Member



Mr. Gregory Pitts
Vice-Chairperson

**Total Classified
Employees
2019/2020
1466**

ACTIVITY REPORT

<u>MEETINGS</u>	<u>2019-2020</u>
Regular Meetings	11
Special Meetings	01

<u>ACTIONS</u>	
Salary Realignment	00
Rule Changes	00
Appeals	00

<u>EXAMINATIONS</u>	<u>2019-2020</u>
Total Recruitments	54
Open Recruitments	52
Promotional Recruitments	02
Applications Received	3,743
Written Examinations	38
Oral Panels Conducted	26
Performance Examinations	15
Candidates Qualified	262
Selection Interviews	70

<u>EMPLOYMENT</u>	<u>2019-2020</u>
New Employees	90
Promotions	22
Reclassifications	00
Reinstatements	08
Transfers	184
Terminations	06
Probationary Releases	11
Resignations	110
Retirements	22
End of Assignments	218
Exhaustions	07
Deceased	04
Exempt (Student Workers/Coaches)	90
New Positions Established	02
Limited Term/Provisional	05
Voluntary Demotions	01
Reemployment	10
Working Out-of-Class	26
Leaves of Absence	530
Substitutes	153
Positions Eliminated	4.5
Layoffs	02