



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

MINUTES

Friday, February 01, 2019

4:15 p.m.

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

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

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. Meeting was called to order at 4:24 pm.

2. Roll Call **PRESENT**

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

3. Pledge of Allegiance

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

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.

Motion to recess into Closed Session

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

B. CLOSED SESSION- Convened into Closed Session at 4:29 pm

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)

3. Reconvened out of Closed Session at 5:05 pm

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

*Nothing to report out of Closed Session.

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

C. OPEN SESSION

Public Comments

No Comments.

4. MINUTES

1. Approval of Minutes - January 11, 2019

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

5. INFORMATION ITEM(S)

- ❖ Classified Actions Report January 23, 2019

6. PERSONNEL MATTERS

A. Classifications Advertised:		B. Continuous Filing Classifications Advertised:
<i>Construction and Facilities Specialist III</i>	<i>Closes 02/01/2019</i>	<i>Assistant Athletic Coach (\$2,195.00 Stipend)</i>
<i>Library Assistant</i>	<i>Closes 02/01/2019</i>	<i>Athletic Coach (\$2,195.00 Stipend)</i>
<i>Network Administrator</i>	<i>Closes 02/01/2019</i>	<i>Cafeteria Worker-Substitute</i>
<i>Nutrition Services Supervisor II</i>	<i>Closes 02/12/2019</i>	<i>Campus Security Assistant</i>
<i>Nutrition Specialist</i>	<i>Closes 02/11/2019</i>	<i>Campus Security Assistant-Substitute</i>
<i>School Police Dispatcher</i>	<i>Closes 02/18/2019</i>	<i>College Tutor</i>
		<i>Head Coach (\$2,475.00 Stipend)</i>
		<i>Instructional Assistant -Bilingual Spanish</i>
		<i>Instructional Assistant-Special Education Substitute</i>
		<i>Irrigation System Technician</i>
		<i>Plant Worker Substitute</i>
		<i>Recreation Director</i>
		<i>School Police Officer</i>
		<i>School Police Officer-Lateral (Limited Term)</i>

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

7. ACTION ITEM(S)

a. 18/19-44-*Unfinished Business*

Approval of New Classification & Job Specifications for: *Early Childhood Education Data, Assessment & Family Intake Technician-Bilingual/Spanish*

Summary: Creation of New Classification and Job Specification for: *Early Childhood Education Data Assessment, & Family Intake Technician-Bilingual/Spanish*

Proposed Action: Motion to approve the creation of a New Classification and Job Specification for *Early Childhood Education Data, Assessment & Family Intake Technician-Bilingual/Spanish*.

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

b. 18/19-48

Approval of New Classification & Job Specifications for: *Sr. Human Resources Technician*.

Summary: Creation of New Classification and Job Specification for: *Sr. Human Resources Technician*.

Proposed Action: Motion to approve the creation of a New Classification and Job Specification for *Sr. Human Resources Technician*.

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

c. 18/19-49

Approval of New Classification & Job Specifications for: *Human Resources Technician*

Summary: Creation of New Classification and Job Specification for: *Human Resources Technician*.

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

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

d. 18/19-50

Approval to Amend Eligibility list(s) for *Purchasing Analyst, for a (one year period pursuant to PC rule 50.100.1 (a))*.

Proposed Action: Motion to approve amended Eligibility List(s) for *Purchasing Analyst* to add new names to the promotional list only.

<i>Number of Candidates</i>	<i>Classification</i>
2	<i>Purchasing Analyst (Promotional)</i>
4	<i>Purchasing Analyst (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

e. 18/19-51

Approval of Eligibility list(s) for *Assistant Director-Maintenance, Operations, and Transportation, for a (one year period pursuant to PC rule 50.100.1 (a))*.

Proposed Action: Motion to approve Eligibility List(s) for *Assistant Director-Maintenance, Operations, and Transportation*.

<i>Number of Candidates</i>	<i>Classification</i>
3	<i>Assistant Director-Maintenance, Operations, and Transportation (Promotional Only)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

f. 18/19-52

Approval of Eligibility list(s) for *Computer Lab Coordinator, for a (one year period pursuant to PC rule 50.100.1 (a)).*

Proposed Action: Motion to approve Eligibility List(s) for *Computer Lab Coordinator.*

<i>Number of Candidates</i>	<i>Classification</i>
5	<i>Computer Lab Coordinator (Promotional)</i>
4	<i>Computer Lab Coordinator (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

g. 18/19-53

Approval to Extend the Eligibility list(s) for *Nutrition Services Supervisor I, for a (one year period pursuant to PC rule 50.100.1 (a)).*

Proposed Action: Motion to approve Extension of the Eligibility List(s) for *Nutrition Supervisor I.*

<i>Number of Candidates</i>	<i>Classification</i>
5	<i>Nutrition Services Supervisor I (Promotional Only)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

AGENDA-REGULAR MEETING OF THE PERSONNEL COMMISSION

February 01, 2019 4:15 pm

h. 18/19-54

Approval to Extend the Eligibility list(s) for *Storekeeper, for a (one year period pursuant to PC rule 50.100.1 (a)).*

Proposed Action: Motion to approve Extension of the Eligibility List(s) for *Storekeeper.*

<i>Number of Candidates</i>	<i>Classification</i>
<i>1</i>	<i>Storekeeper (Promotional)</i>
<i>8</i>	<i>Storekeeper (Open)</i>

Moved	Seconded	Ayes	Nays	Absentation
IH	AB	2	0	

8. ADJOURNMENT-Meeting was adjourned at 5:30 pm

Next scheduled Regular Meeting is March 1, 2019 commencing at 4:15 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.