

DOWNEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
11627 Brookshire Avenue
Downey, CA 90241

MINUTES

Regular Meeting

January 17, 2019

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Thursday, January 17, 2019 at 3:00 p.m. in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#125
PLEDGE OF
ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by John Kennedy.

#126
ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: John Kennedy
 Dianne Lumsdaine
 Angie Rademaker

#127
MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously, to approve the minutes of the Regular Meeting of December 19, 2018.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		
Angie Rademaker	X		

#128
CORRESPONDENCE
RECEIVED

No correspondence was received.

#129
ORAL
COMMUNICATIONS

Ms. Rademaker shared that she recently attended "Coffee with the Superintendent" at Stauffer Middle School so that she can be informed and respond appropriately when asked by Classified employees about what is happening in the District.

Ms. Rademaker shared that she attended the Board of Education meeting on Tuesday night and found it quite interesting.

Mr. Kennedy shared that he also attended the Board of Education meeting and found it intriguing. He stated that he is looking forward to the next meeting on the 29th of January.

Mr. Kennedy shared that he is looking forward to attending the California School Personnel Commissioners Association (CSPCA) Annual Conference next month in Anaheim.

Ms. Lumsdaine shared that she attended the Board of Education meeting last month where the newest Board member, Giggy Saab, was sworn in and stated that she will be inviting her to attend a Personnel Commission meeting so that she can learn about the Personnel Commission and what we do.

Ms. Lumsdaine shared that she was recently a presenter for the District's Classified Leadership Academy for both "Supervisors" and "Aspiring Leaders." She felt it was a wonderful thing for the District to put on these training sessions for its employees as it empowers them to further themselves and become leaders.

Ms. Lumsdaine shared that she is looking forward to attending the California School Personnel Commissioners Association (CSPCA) Annual Conference next month in Anaheim and stated that she is going to be on a panel.

Ms. Lumsdaine acknowledged the attendance of Sharon Newberg, Chief Negotiator, CSEA Unit I; John Shook, Director, M.O.T. Services; Quinton Riles, Operations Supervisor; and all others present.

Ms. Arko shared that Ms. Lumsdaine did a fantastic job as a presenter at the District's Classified Leadership Academy.

Ms. Arko shared that the Personnel Commission office has just finished processing over 80 Student Supervision Assistants into permanent positions.

Ms. Arko shared that both Sandra Carbajal and Paul Deines have spent close to 60 hours on the BEST Project which is the new software being implemented by the Los Angeles County Office of Education (LACOE).

Ms. Arko shared that the District recently held Customer Service training for all office staff and employees that interact with the public, and it was really well received.

Ms. Arko shared that she attended the Governor's Budget Workshop the previous day and stated that Governor Newsom's new budget was pro-education and pro-employee. Some of the items that Governor Newsom is proposing are 6 months of paid parental leave and universal preschool and child care and making a one-time lump payment to CalSTRS to assist with the underfunded liability. We will have a better idea of what will really happen after the May Revise.

Ms. Arko shared that last Friday, January 11, 2019, was the deadline to turn in the required documentation for the PARS Supplemental Early Retirement incentive.

Ms. Arko reviewed and answered questions regarding the January Vacancy/Recruitment Status Report.

#130
PUBLIC HEARD

Ms. Newberg thanked the District and Classified Human Resources office for offering the Leadership Academy to Classified employees. She also felt the Customer Service training was much needed and wonderful.

#131
CONSENT AGENDA

A motion was made by Mr. Kennedy and seconded by Ms. Rademaker, and the motion was carried unanimously to approve the consent agenda (shown below as Minute Action Items 132-138).

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		
Angie Rademaker	X		

#132
RATIFY CERTIFICATION OF
POOL MAINTENANCE
WORKER ELIGIBILITY LIST

RATIFY certification of Pool Maintenance Worker eligibility list established December 17, 2018.

#133
RATIFY CERTIFICATION OF
SR. INSTRUCT. ASST. -
SEVERELY/MULTIPLY
HANDICAPPED ELIGIBILITY
LIST

RATIFY certification of Senior Instructional Assistant-Severely/Multiply Handicapped eligibility list established December 18, 2018.

#134
RATIFY CLASSIFICATION
OF ONE LIMITED-TERM
SR. INSTRUCTIONAL
ASST.-BEHAVIORALLY
CHALLENGED POSITION

RATIFY the classification of one Limited-Term Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Gauldin Elementary School, effective November 5, 2018 through February 1, 2019.

#135
RATIFY CLASSIFICATION
OF ONE LIMITED-TERM
SR. INSTRUCTIONAL
ASST.-BEHAVIORALLY
CHALLENGED POSITION

RATIFY the classification of one Limited-Term Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Gauldin Elementary School, effective December 10, 2018 through March 8, 2019.

#136
RATIFY CLASSIFICATION
OF TWO LIMITED-TERM
SR. INSTRUCTIONAL
ASST.-BEHAVIORALLY
CHALLENGED POSITIONS

RATIFY the classification of two Limited-Term Senior Instructional Assistant-Behaviorally Challenged positions established by the Board of Education, assigned to Imperial Elementary School, effective November 26, 2018 through May 31, 2019.

#137
RATIFY CLASSIFICATION
OF ONE LIMITED-TERM
SR. INSTRUCTIONAL
ASST.-BEHAVIORALLY
CHALLENGED POSITION

RATIFY the classification of one Limited-Term Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Rio Hondo Elementary School, effective December 3, 2018 through May 31, 2019.

- #138
RATIFY CLASSIFICATION
OF ONE LIMITED-TERM
SR. INSTRUCTIONAL
ASST.-BEHAVIORALLY
CHALLENGED POSITION
- RATIFY** the classification of one Limited-Term Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Rio San Gabriel Elementary School, effective November 5, 2018 through March 1, 2019.
- #139
OLD BUSINESS
- None.
- #140
NEW BUSINESS
- Each of the following recommendations was reviewed by Director Arko prior to approval:
- #141
HEAR FIRST READING OF
RECOMMENDED CHANGE
TO RULES & REGULATIONS
SECTION #30.100.2 –
EXEMPTION FROM THE
CLASSIFIED SERVICE
- Ms. Arko reviewed section #30.100.2 in the Personnel Commission Rules and Regulations to correct the language in regards to Exemption from the Classified Service. Due to the change in legislation that makes the part-time playground positions now permanent positions, they are no longer exempt from the Classified Service.
- #142
NEXT REGULAR
MEETING
- The next Regular Meeting of the Personnel Commission will be February 20, 2019 at 4:00 p.m., in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.
- #143
CLOSED SESSION
- The Personnel Commission retired to closed session at 3:20 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.
- #144
OPEN SESSION
- The Personnel Commission returned to open session at 3:53 p.m. There were no reportable actions taken during closed session.
- #145
ADJOURNMENT
- The Regular Meeting of the Personnel Commission was declared adjourned at 3:54 p.m. with the consent of the members.

Personnel Commission
DOWNEY UNIFIED SCHOOL DISTRICT

Dianne Lumsdaine, Chair

BethAnn Arko, Director