

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

MINUTES

Regular Meeting

October 17, 2018

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, October 17, 2018 at 4:00 p.m. in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#55
PLEDGE OF
ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Angie Rademaker.

#56
ROLL

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

Present: John Kennedy
Dianne Lumsdaine
Angie Rademaker

#57
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 September 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		

#58
CORRESPONDENCE
RECEIVED

No correspondence was received.

#59
ORAL
COMMUNICATIONS

Ms. Rademaker expressed her regrets for not being able to attend the Annual State of the Schools breakfast on Friday, October 5, 2018 and commented that it appeared to have been well attended from the photos she saw posted on social media.

Mr. Kennedy shared that he attended the Annual State of the Schools breakfast and believes that it is a great Public Relations activity for the District. He feels that bringing the community in and informing them of what is going on in the schools is an excellent event since it helps us get along better with our city council, police department and businesses in and around the city.

Mr. Kennedy shared that he is looking forward to the Downey/Warren game on Friday, October 19th and is keeping his fingers crossed that Downey wins.

Mr. Kennedy shared that he is also looking forward to the administration building at Warren High School being renamed/dedicated in Bobby Samperi's honor on Tuesday, October 23rd at 3:30 pm.

Ms. Lumsdaine also expressed her regrets for not being able to attend the Annual State of the Schools breakfast and was happy to hear that it went well.

Ms. Lumsdaine acknowledged the attendance of Tod Corrin, Member, Board of Education; Dr. John Garcia, Jr., Superintendent; Norma Garcia, Parliamentarian, CSEA Unit I; John Shook, Director, M.O.T. Services; Andrea Iacovitti, Asst. Director, Budget & Finance; and all others present.

Ms. Arko announced that negotiations with both Unit 1 and Unit 2 went smoothly. Agreements were reached on salary increases and some contract language and all was approved by the Board of Education at the previous night's meeting.

Ms. Arko shared that she also attended the Annual State of the Schools breakfast and especially enjoyed interacting with the students.

Ms. Arko shared that the Professional Development Day for Classified employees was held on Monday, October 8th and included First Aid training, compliance training for Campus Security Assistants and other specialized training for Special Education classifications. Over 310 employees participated in the training classes offered that day.

Ms. Arko shared that the District now has two food trucks. One is through the Food Services Department and the other is through the Career Technical Education (CTE) Culinary Arts program at Warren High School and was recently dedicated to former CTE Director, Phil Davis.

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

#60
PUBLIC HEARD

Ms. Rademaker shared that she received several compliments at the previous night's Board of Education meeting on how the District is really like a family and she feels that it is really an asset to the District.

#61
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 62-68).

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

#62
RATIFY CERTIFICATION OF
ATTENDANCE/RECORDS
CLERK (MONOLINGUAL)
ELIGIBILITY LIST

RATIFY certification of Attendance/Records Clerk (Monolingual) eligibility list established October 3, 2018.

- #63
RATIFY CERTIFICATION OF
ATTEND./RECORD CLERK
(BILINGUAL/BI-LITERATE)
ELIGIBILITY LIST
- RATIFY** certification of Attendance/Records Clerk (Bilingual/Bi-literate) eligibility list established October 3, 2018.
- #64
RATIFY CERTIFICATION OF
GROUNDSKEEPER
ELIGIBILITY LIST
- RATIFY** certification of Groundskeeper eligibility list established September 20, 2018.
- #65
RATIFY CLASSIFICATION
OF ONE SR. INSTRUCT.
ASST.-BEHAVIORALLY
CHALLENGED POSITION
- RATIFY** the classification of one Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Downey High School, effective August 13, 2018.
- #66
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 September 4, 2018 through November 2, 2018.
- #67
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 Ward Elementary School, effective October 1, 2018 through March 29, 2019.
- #68
RATIFY CLASSIFICATION
OF ONE SR. INSTRUCT.
ASST.-SEVERELY/
MULTIPLY HANDICAPPED
POSITION
- RATIFY** the classification of one Senior Instructional Assistant-Severely/Multiply Handicapped position established by the Board of Education, assigned to Unsworth Elementary School, effective September 20, 2018.
- #69
OLD BUSINESS
- None.
- #70
NEW BUSINESS
- Ms. Arko informed the Commissioners of the passing of Assembly Bill No. 2160 (AB 2160), Thurmond, that would require the previous unclassified positions of Noon Activity Supervisors to now be part of the Classified service. Because these individuals were not required to pass any type of testing in the past, the Classified Human Resources department will be working on formulating an exam process and salary placement. A recommendation will be brought to the November 14th Personnel Commission meeting.

- #71
NEXT REGULAR
MEETING
- The next Regular Meeting of the Personnel Commission will be November 14, 2018. We will gather at 2:00 p.m. in the Lloyd L. Stromberg Conference Room then proceed to tour the Maintenance Department. Personnel Commission meeting will begin at 3:00 p.m. back in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.
- #72
CLOSED SESSION
- The Personnel Commission retired to closed session at 4:20 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.
- #73
OPEN SESSION
- The Personnel Commission returned to open session at 4:48 p.m. There were no reportable actions taken during closed session.
- #74
ADJOURNMENT
- The Regular Meeting of the Personnel Commission was declared adjourned in memory of Olga Holbut, mother of Sandra Carbajal, Senior Secretary, Classified Human Resources and Lawrence Scott Zowada, Warehouse Worker with the District for over 25 years; at 4:49 p.m. with the consent of the members.

Personnel Commission
DOWNEY UNIFIED SCHOOL DISTRICT

Dianne Lumsdaine, Chair

BethAnn Arko, Director