

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

MINUTES

Regular Meeting

September 20, 2017

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, September 20, 2017 at 4:00 p.m. in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#46  
PLEDGE OF  
ALLEGIANCE

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

#47  
ROLL

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

Present:        John Kennedy  
                     Dianne Lumsdaine  
                     Angie Rademaker

#48  
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 August 16, 2017.

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

#49  
CORRESPONDENCE  
RECEIVED

Ms. Arko invited the commissioners to attend the annual State of the Schools breakfast which will take place on Friday, October 6, 2017, at the Los Angeles County Office of Education (LACOE) facility in Downey at 7:00 am. Ms. Arko also invited the commissioners to attend the Personnel Commissioners Association of Southern California (PCASC) Luncheon entitled, "Are Leaders Born or Made?" on Friday, October 20, 2017, at the Rio Hondo Event Center in Downey at 12:00 pm.

#50  
ORAL  
COMMUNICATIONS

Ms. Rademaker shared that she plans on attending the State of the Schools breakfast as well as the PCASC luncheon. She wished to thank all classified and certificated employees for all their hard work and commented how proud she is of the Downey Unified School District.

Mr. Kennedy expressed his appreciation to the Board of Education for his reappointment to another 3-year term as the Board representative for the Personnel Commission. He extended his gratitude to Dr. Garcia and Ms. Arko for the kind comments they expressed about him at the recent Board of Education meeting. He shared that the birthday celebration for Dr. Stauffer was very nice and had a very large turnout.

Ms. Lumsdaine acknowledged the attendance of Dr. John Garcia, Superintendent; Dr. Rena Thompson, Assistant Superintendent, Certificated Human Resources; Pam Martinez, President, CSEA Unit I; Sharon Newberg, Chief Negotiator, CSEA Unit I; John Shook, Director, MOT Services; Andrea Iacovitti, Asst. Director, Budget & Finance; and all others present.

Ms. Lumsdaine shared that she read an article in the New York Times recently that upset her because it compared the earning capacity of a 25-year old male in 1967 vs. 2015, and basically, it has gone down. It goes on to state that the big problem that is seen is in education. The fact that schools are no longer training students, that do not have plans to go to college, in a trade or a craft. The article goes on to state that this is contributing to the fact that the middle class is disappearing. Ms. Lumsdaine stated that this made her proud of the District's STEAM program and how it is providing our students with very practical and technical skills that will enable them to support themselves in the future. Mr. Kennedy added that the Adult School also has many programs to help adults learn a trade and skills.

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

#51  
PUBLIC HEARD

Dr. Garcia congratulated and thanked Mr. Kennedy for accepting another 3-year term as the Board of Education representative for the Personnel Commission. He gave his appreciation to Mr. Kennedy for his continued commitment to the District, not only to the Classified employees, but to all employees of the Downey Unified School District.

Dr. Garcia thanked Ms. Lumsdaine for her kind words regarding the efforts of the District to provide all students with the District's vision that all students will graduate with a 21st Century education that ensures they are college and career ready, globally competitive and citizens of strong character. Dr. Garcia went on to state that the District understands how many manufacturing jobs have left the country and that the District has made great efforts to prepare its students to make a living out in the real world.

Ms. Martinez thanked Ms. Arko for allowing the CSEA to put on a training workshop for the District's classified employees on the student-free day on Monday, October 9<sup>th</sup>.

Ms. Newberg stated that she was thankful for the members of the Personnel Commission and their ability to keep the Merit System alive and well for all classified employees. Ms. Lumsdaine acknowledged that she feels that they are a good team and complement each other.

#52  
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 53-61).

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

#53 **RATIFY** certification of Buyer eligibility list established August 14, 2017.

RATIFY CERTIFICATION  
OF BUYER ELIGIBILITY LIST

#54 **RATIFY** certification of Occupational Therapist eligibility list established August 15, 2017.

RATIFY CERTIFICATION  
OF OCCUPATIONAL  
THERAPIST ELIGIBILITY  
LIST

#55 **RATIFY** the classification of one Custodian, A-Shift position established by the Board of Education, assigned to the Food Services Department, effective August 9, 2017.

RATIFY CLASSIFICATION  
OF ONE CUSTODIAN,  
A-SHIFT POSITION

#56 **RATIFY** the classification of one Limited-Term Intermediate Clerical Assistant-Bilingual position established by the Board of Education, assigned to Downey High School, effective August 7, 2017 through August 11, 2017.

RATIFY CLASSIFICATION  
OF ONE LIMITED-TERM  
INTER. CLERICAL ASST.-  
BILINGUAL POSITION

#57 **RATIFY** the classification of one Senior Instructional Assistant position established by the Board of Education, assigned to Griffiths Middle School, effective August 1, 2017.

RATIFY CLASSIFICATION  
OF ONE SR. INSTRUCT.  
ASST. POSITION

#58 **RATIFY** the classification of one Senior Instructional Assistant-Behaviorally Challenged position established by the Board of Education, assigned to Griffiths Middle School, effective July 5, 2017.

RATIFY CLASSIFICATION  
OF ONE SR. INSTRUCT.  
ASST.-BEHAVIORALLY  
CHALLENGED POSITION

#59 **RATIFY** the classification of three Senior Instructional Assistant-Behaviorally Challenged positions established by the Board of Education, assigned to Rio San Gabriel Elementary School, effective August 15, 2017.

RATIFY CLASSIFICATION  
OF THREE SR. INSTRUCT.  
ASST.-BEHAVIORALLY  
CHALLENGED POSITIONS

#60 **RATIFY** the classification of one Senior Instructional Assistant position established by the Board of Education, assigned to Stauffer Middle School, effective August 1, 2017.

RATIFY CLASSIFICATION  
OF ONE SR. INSTRUCT.  
ASST. POSITION

#61 **RATIFY** the classification of one Senior Instructional Assistant position established by the Board of Education, assigned to Stauffer Middle School, effective August 1, 2017.

RATIFY CLASSIFICATION  
OF ONE SR. INSTRUCT.  
ASST. POSITION

#62  
OLD BUSINESS

None.

#63  
NEW BUSINESS

#64  
REVIEW OF 2016-2017  
PERSONNEL COMMISSION  
BUDGET

Ms. Arko provided a brief explanation of the 2016-2017 budget vs. the actual expenditures.

#65  
NEXT REGULAR  
MEETING

The next Regular Meeting of the Personnel Commission will be October 18, 2017, at 4:00 p.m., in the Lloyd L. Stromberg Conference Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#66  
CLOSED SESSION

The Personnel Commission retired to closed session at 4:25 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#67  
OPEN SESSION

The Personnel Commission returned to open session at 4:58 p.m. There were no reportable actions taken during closed session.

#68  
ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 4:59 p.m. with the consent of the members.

Personnel Commission  
DOWNEY UNIFIED SCHOOL DISTRICT

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Dianne Lumsdaine, Chair

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BethAnn Arko, Director