

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

MINUTES

Regular Meeting

August 19, 2020

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, August 19, 2020 at 4:15 p.m. via Zoom video conference.

#17  
PLEDGE OF  
ALLEGIANCE

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

#18  
ROLL

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

Present:        John Kennedy  
                     Dianne Lumsdaine  
                     Angie Rademaker

#19  
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 July 22, 2020.

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

#20  
CORRESPONDENCE  
RECEIVED

No correspondence was received.

#21  
ORAL  
COMMUNICATIONS

Ms. Rademaker shared that she attended the recent Board of Education meetings on Tuesday, August 4<sup>th</sup> and Tuesday, August 18<sup>th</sup>, via Zoom. She stated that she was grateful to all the teachers and staff for working so hard to make the distance learning successful for our students.

Mr. Kennedy shared that he also attended the August 4<sup>th</sup> and August 18<sup>th</sup> Board of Education meetings via Zoom. He especially liked the presentation on Summer School that the principals had given at the previous night's meeting. He shared how successful it had been in helping some students make up credits they needed in order to graduate.

Ms. Lumsdaine shared that she also attended the Board of Education meetings via Zoom on August 4<sup>th</sup> and August 18<sup>th</sup>. She acknowledged and thanked the Board of Education, Superintendent, Dr. Garcia, and his cabinet, for the monumental task they have undertaken for the benefit of our students.

Ms. Lumsdaine acknowledged the attendance of Donald LaPlante, President, Board of Education; Tod Corrin, Vice President, Board of Education; Giovanna Perez-Saab, Member, Board of Education; Dr. John Garcia, Superintendent; Alyda Mir, Assistant Superintendent, Certificated Human Resources; Lorraine Navarro, President, CSEA Unit I; Jackie Carril, CPRO, CSEA Unit I; Pam Martinez, Past President, CSEA Unit I; Wanda Iacovitti, Treasurer, CSEA Unit I; Marisol Alarid, Site Rep. Coordinator, CSEA Unit I; John Shook, Director, M.O.T. Services; Andrea Iacovitti, Assistant Director, Budget & Finance; and all others present.

Ms. Arko wished Dr. Garcia a happy birthday and all those participating in the Zoom meeting sang him the "Happy Birthday" song.

Ms. Arko shared that the annual "State of the Schools Breakfast" is being postponed due to the current COVID-19 restrictions. The District is hopeful that it can be held at a later date once the restrictions are lifted.

Ms. Arko shared that a significant number of Classified employees were abolished at the previous night's Board of Education meeting. Eighty-three (83) Student Supervision Assistants, eight (8) Physical Education Assistants, one (1) Labor Compliance Technician and one (1) Facilities Construction Manager are being affected. She stated that these positions are being abolished, but that they are all fully employed until October 18th. She informed the Commissioners that she has been meeting with these employees, via Zoom, to inform them of their rights and what options are available to them, to guide them through the process and to answer any questions they may have. Mr. Kennedy asked if there was a possibility that the Student Supervision Assistants could return to the school sites when the students return to the classroom. Ms. Arko responded that they most likely could be reemployed when the students return to the classroom and it would happen by seniority. Ms. Rademaker asked if they would need to test again in order to return to their positions. Ms. Arko responded that they did not need to test again and they would be returned based on their seniority.

Ms. Arko shared that the District has been in negotiations with Unit 1 and Unit 2. She stated that the negotiations with Unit 2 were wrapped up and that another session was being held this Friday with Unit 1 to hopefully wrap it up with them as well.

Ms. Arko shared the tragic news that Warehouse Worker and President of CSEA Unit 2, John Torres' son unexpectedly passed away. She expressed what a great loss it is for the Downey Unified family and how heartbreaking it is.

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

#22  
PUBLIC HEARD

Dr. Garcia shared that he received a letter from the P.E. Assistants regarding the layoffs and he wanted to assure everyone that the District does not take the layoffs lightly and that they are looking for opportunities to reassign them where possible.

Ms. Navarro asked why all the positions were being abolished instead of just being frozen. She further inquired that if the positions are abolished, what would be the process to bring back those employees when the students return. Ms. Arko responded that the abolished positions would need to be reestablished with the Board of Education when the District was ready to bring back the employees.

Ms. Rademaker asked in which department the Labor Compliance Technician position that was being abolished was located. Ms. Arko responded that the position was in the Facilities department. Ms. Rademaker asked if there wasn't another position that this employee could've been moved into. Ms. Arko responded that there were no other positions where she could be reassigned, but stated that the District would continue to look for opportunities for all the laid off employees.

#23  
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 24-30).

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

#24  
RATIFY CERTIFICATION OF  
ADMINISTRATIVE SECRETARY  
ELIGIBILITY LIST

**RATIFY** certification of Administrative Secretary eligibility list established July 23, 2020.

#25  
RATIFY CERTIFICATION OF  
INTER. CLERICAL ASST.  
ELIGIBILITY LIST

**RATIFY** certification of Intermediate Clerical Assistant eligibility list established August 5, 2020.

#26  
RATIFY CERTIFICATION OF  
SENIOR SECRETARY  
ELIGIBILITY LIST

**RATIFY** certification of Senior Secretary eligibility list established August 4, 2020.

#27  
RATIFY CERTIFICATION OF  
SR. INSTRUCTIONAL ASST.  
ELIGIBILITY LIST

**RATIFY** certification of Sr. Instructional Assistant eligibility list established August 7, 2020.

#28  
RATIFY CERTIFICATION OF  
SR. INSTRUCTIONAL ASST. -  
BEHAVIORALLY CHALLENGED  
ELIGIBILITY LIST

**RATIFY** certification of Sr. Instructional Assistant-Behaviorally Challenged eligibility list established August 6, 2020.

- #29  
RATIFY CERTIFICATION OF  
SR. INSTRUCTIONAL ASST. -  
SEVERELY/ MULTIPLY  
HANDICAPPED ELIGIBILITY  
LIST
- RATIFY** certification of Sr. Instructional Assistant-Severely/Multiply Handicapped eligibility list established August 6, 2020.
- #30  
RATIFY CERTIFICATION OF  
SPECIAL EDUCATION DATA  
COMPLIANCE SPECIALIST  
ELIGIBILITY LIST
- RATIFY** certification of Special Education Data Compliance Specialist eligibility list established June 12, 2020.
- #31  
OLD BUSINESS
- None.
- #32  
NEW BUSINESS
- Each of the following recommendations was reviewed by Director Arko prior to approval:
- #33  
APPROVE RECOMMENDATION  
TO EXTEND ELIGIBILITY  
LISTS
- A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously to **APPROVE** the recommendation to extend the eligibility lists of the above listed Warehouse Worker, Custodian, Food Service Assistant, and Groundskeeper recruitments for 90 days from each's currently listed expiration date.
- | <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| John Kennedy          | X           |             |                  |
| Dianne Lumsdaine      | X           |             |                  |
| Angie Rademaker       | X           |             |                  |
- #34  
APPROVE THE PROPOSED  
REVISIONS FOR BUDGET/  
FINANCIAL ANALYST  
CLASSIFICATION
- A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously to **APPROVE** the proposed revisions to the classification description of Budget/Financial Analyst as attached, effective August 20, 2020.
- | <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| John Kennedy          | X           |             |                  |
| Dianne Lumsdaine      | X           |             |                  |
| Angie Rademaker       | X           |             |                  |
- #35  
DISCUSS STATE ASSEMBLY  
BILL AB2234
- A discussion was held regarding State Assembly Bill AB2234, an act to amend Sections 45313 and 88132 of the Education Code, relating to school and community college employees.
- #36  
NEXT REGULAR  
MEETING
- The next Regular Meeting of the Personnel Commission will be September 16, 2020, at 4:00 p.m., at the Pace Training Center, 9625 Van Ruiten Street, Bellflower, California.
- #37  
CLOSED SESSION
- The Personnel Commission retired to closed session at 4:47 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#38  
OPEN SESSION

The Personnel Commission returned to open session at 5:01 p.m. There were no reportable actions taken during closed session.

#39  
ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned in memory of Rene Castro, Sr., Father of Rene Castro, Jr., Facilities/Construction Manager, Facilities, Planning and Development; Eva Moto Quinonez, Mother of Joseph Quinonez, Retired Director, Facilities, Planning and Development; and Robert Paul Torres, Son of John Torres, Warehouse Worker, Purchasing/Warehouse and President of CSEA Unit 2, at 5:02 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