

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

MINUTES

Regular Meeting

September 16, 2020

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, September 16, 2020 at 4:00 p.m. via Zoom video conference.

#40  
PLEDGE OF  
ALLEGIANCE

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

#41  
ROLL

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

Present:        John Kennedy  
                     Dianne Lumsdaine  
                     Angie Rademaker

#42  
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 19, 2020.

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

#43  
CORRESPONDENCE  
RECEIVED

No correspondence was received.

#44  
ORAL  
COMMUNICATIONS

Ms. Rademaker shared that she attended the recent Board of Education meeting on Tuesday, September 1st, via Zoom. She stated that she also participated in the School Board Candidates Information Meeting on Thursday, September 10<sup>th</sup> and she was grateful to all the administrators that presented on their respective departments.

Mr. Kennedy shared that he also attended the September 1st Board of Education meeting. He thanked the Board for nominating him to another 3-year term on the Personnel Commission, which he stated he would gladly accept.

Mr. Kennedy shared that Glenn Yamasaki recently received a phone call from a former student and his engineering firm was looking to hire some part-time students. Mr. Yamasaki gave him the names of three students who were subsequently hired by the firm. Mr. Kennedy wanted to share that our schools go beyond just educating our students, we also assist them in finding employment.

Ms. Lumsdaine shared that Downey High School was holding a drive on Friday, September 18, 2020, from 9:00 am to 3:00 pm, to collect cases of water which will be given to the first responders fighting the various wild fires in California.

Ms. Lumsdaine shared how much the District will miss Paul Deines, Personnel Analyst, who has accepted the position of Director at Fullerton School District. She wished him much luck and success.

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; Pam Martinez, Past President, CSEA Unit I; Wanda Iacovitti, Treasurer, CSEA Unit I; John Shook, Director, M.O.T. Services; Andrea Iacovitti, Assistant Director, Budget & Finance; and all others present.

Ms. Arko shared that the Personnel Commission office has been very busy with numerous recruitments. She stated that the staff will be kept very busy with a heavy exam schedule, especially now that Paul is leaving.

Ms. Arko shared that the District has been spending a lot of time in negotiations with both Unit I and Unit II. One of the items being discussed is working towards having the students and staff return to school in a safe manner.

Ms. Arko shared that the District will be offering child care services at Carpenter Elementary School to District employees starting Monday, September 21<sup>st</sup>. This child care program will employ some Student Supervision Assistants that would've been laid off in October.

Ms. Arko gave her sincere appreciation to Paul Deines and she expressed what an incredible asset he has been to the Personnel Commission and how much he will be missed. She also stated that he will always be a part of the Downey Unified family.

#45  
PUBLIC HEARD

Dr. Garcia commended Ms. Arko and the Classified Human Resources staff for continuing to fill vacant positions. He also acknowledged how hard the Personnel Commission staff has worked to find the recently laid off employees other positions within the District to fill. He shared how Ms. Arko had the great idea of repurposing the laid off Student Supervision Assistants as child care workers in the District's new child care program.

#46  
CONSENT AGENDA

None.

#47  
OLD BUSINESS

None.

#48  
NEW BUSINESS

Each of the following recommendations was reviewed by Director Arko prior to approval:

#49  
APPROVE THE SALARY  
CHANGE FOR DATABASE  
ADMINISTRATOR  
CLASSIFICATION

A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously to **APPROVE** the salary change for Database Administrator from Range 121 (\$6,522 – \$7,929) to Range 127 (\$7,552 - \$9,190) on the Classified Management Salary Schedule, effective September 17, 2020.

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

#50  
APPROVE PROPOSED  
NEW CLASSIFICATION OF  
FACILITIES PROGRAM  
MANAGER

A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously to **APPROVE** the proposed new classification of Facilities Program Manager as attached with placement of the classification on the Classified Management Salary Schedule at Range 129 (\$7,929 - \$9,649), effective September 17, 2020.

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

#51  
NEXT REGULAR  
MEETING

The next Regular Meeting of the Personnel Commission will be October 21, 2020, at 4:00 p.m., in the District Conference Center-A (DCC-A), 11627 Brookshire Ave., Downey, CA 90241.

#52  
CLOSED SESSION

The Personnel Commission retired to closed session at 4:39 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#53  
OPEN SESSION

The Personnel Commission returned to open session at 5:12 p.m. There were no reportable actions taken during closed session.

#54  
ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 5:13 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