

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

MINUTES

Regular Meeting

December 15, 2021

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, December 15, 2021 at 4:00 p.m. in the District Conference Center-A (DCC-A), 11627 Brookshire Avenue, Downey, California and via Zoom video conference.

#117  
PLEDGE OF  
ALLEGIANCE

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

#118  
ROLL

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

Present: John Kennedy  
Dianne Lumsdaine  
Angie Rademaker

#119  
MINUTES OF REGULAR  
MEETING APPROVED

A motion was made by Ms. Rademaker, seconded by Mr. Kennedy, and the motion carried unanimously, to approve the minutes of the Regular Meeting of November 17, 2021.

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

#120  
CORRESPONDENCE  
RECEIVED

Ms. Arko shared the invitation for the California School Personnel Commissioners Association (CSPCA) 50th Annual Conference being held in Monterey, CA, from March 6, 2022, through March 8, 2022.

#121  
ORAL  
COMMUNICATIONS

Ms. Rademaker shared that the eSports events are a wonderful way to showcase how great our teachers at the high schools are in leading the students in these STEAM-based events.

Ms. Rademaker shared that she enjoyed watching the Warren High School choir at the previous nights' Board of Education meeting.

Ms. Rademaker shared that she attended the CSEA Christmas event at the Azar Event Center and it was very nice and well attended.

Ms. Rademaker shared that CSEA Unit I has a new president in Marisol Alarid, who was unable to attend the meeting, but whom she wished to recognize. Ms. Rademaker thanked Ms. Peggie Chesser for her hard work as the CSEA Unit I president for the 2021 calendar year.

Ms. Rademaker wished everyone a Merry Christmas.

Mr. Kennedy shared that Downey High School won the eSport Tournament for the second year in a row.

Mr. Kennedy shared that he attended the play "Clue" that was put on by the Downey High School drama department and stated that he enjoyed it very much.

Mr. Kennedy shared that he attended the Warren High School Student sports team play basketball against the Warren High School Faculty team. He stated that it was a lot of fun to watch and he was happy to see the students interacting with the faculty in that manner.

Mr. Kennedy shared that he visited the new building and gym at Griffiths Middle School. He was very impressed by the gym and stated that it looks like a high school gym. He stated that he is happy to know that the middle schools are setting up athletic programs around these new gyms.

Mr. Kennedy shared that he helped retrieve more donations of various types from the home of a former Downey High School alumni, to fund the STEAM programs at Downey High School.

Mr. Kennedy wished everyone a Happy Holidays.

Ms. Lumsdaine acknowledged the attendance of Dr. John Garcia, Jr., Superintendent; Alyda Mir, Assistant Superintendent, Certificated Human Resources; Peggie Chesser, President, CSEA Unit I; Rebekah Ruswick, Director, Special Education; John Shook, Director, M.O.T. Services; Andrea Iacovitti, Assistant Director, Budget & Finance; Jaimie Valdez, Personnel Analyst; and all others present via Zoom.

Ms. Lumsdaine acknowledged Mr. D. Mark Morris as the Past President of the Board of Education and the wonderful job he did this past year. In addition, she shared the kind words that Mr. Morris had for the Personnel Commission and his acknowledgement of all that they do for the District.

Ms. Lumsdaine expressed her gratitude to Board of Education member, Ms. Martha Sodeani, for taking her granddaughters' Girl Scout troop to the PTA Helps pantry and for educating the girls about food insecurity.

Ms. Lumsdaine wished everyone a Happy Holidays and a very healthy and happy 2022.

Ms. Arko shared that the Columbus High School held a culmination ceremony for the students in the Adult Transition program that morning and gave her gratitude to Dr. Rebekah Ruswick for acknowledging the Classified employees at that site during the program.

Ms. Arko shared that the new Senior Personnel Technician, Johanna Ovalle, will be joining the Personnel Commission staff after the new year. Ms. Arko explained that she comes to us from Compton Unified School District with a lot of experience and that she is excited to have her join the team.

Ms. Arko shared that Jamieka Johnson is doing well after her surgery and is expected to return to work soon.

Ms. Arko reminded the Personnel Commissioners that the District Holiday Breakfast would be held the next day on Thursday, December 16<sup>th</sup>.

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

#122  
PUBLIC HEARD

Dr. Garcia wished the Commissioners and their families a Merry Christmas and Happy Holidays. He also gave his appreciation to them for another year of service to the District and is looking forward to continue working with them in the new year.

Ms. Chesser expressed her gratitude to the Commissioners for all that they do for the District's Classified employees.

#123  
CONSENT AGENDA

A motion was made by Ms. Rademaker and seconded by Mr. Kennedy, and the motion was carried unanimously to approve the consent agenda (shown below as Minute Action Item 124-127).

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

#124  
RATIFY CERTIFICATION OF  
SR. PERSONNEL TECH.  
ELIGIBILITY LIST

**RATIFY** certification of Senior Personnel Technician eligibility list established December 6, 2021.

#125  
RATIFY CLASSIFICATION  
OF ONE CAMPUS  
SECURITY ASSISTANT  
POSITION

**RATIFY** the classification of one Campus Security Assistant position established by the Board of Education, assigned to Warren High School, effective October 22, 2021.

#126  
RATIFY CLASSIFICATION  
OF ONE PERSONNEL/  
CREDENTIALS TECH.  
POSITION

**RATIFY** the classification of one Personnel/Credentials Technician position established by the Board of Education, assigned to Certificated Human Resources, effective November 30, 2021.

#127  
APPROVE CHANGES TO  
CLASS DESCRIPTION OF  
REGISTERED BEHAVIOR  
TECHNICIAN

**APPROVE** changes to the class description of Registered Behavior Technician, effective December 16, 2021.

#128  
OLD BUSINESS

None.

#129  
NEW BUSINESS

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

#130  
ELECTION OF OFFICERS  
OF THE PERSONNEL  
COMMISSION

A motion was made by Mr. Kennedy, seconded by Ms. Rademaker, and the motion carried unanimously to **APPROVE** the reelection of Dianne Lumsdaine as Chairperson and the reelection of John Kennedy as Vice Chairperson of the Personnel Commission for the term ending November 30, 2022.

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

#131  
DISCUSS JANUARY 2022  
MEETING DATE

A discussion was held regarding changing the date of the January 2022 meeting date due to a conflict for Ms. Rademaker. The decision was made to change the date to Wednesday, January 19, 2022 from Wednesday, January 12, 2022.

#132  
NEXT REGULAR  
MEETING

The next Regular Meeting of the Personnel Commission will be January 19, 2022, at 4:00 p.m., District Conference Center-A (DCC-A), 11627 Brookshire Ave., Downey, California.

#133  
CLOSED SESSION

The Personnel Commission retired to closed session at 4:26 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#134  
OPEN SESSION

The Personnel Commission returned to open session at 4:53 p.m. There were no reportable actions taken during closed session.

#135  
ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned in memory of Victor Gary, father of Jeremiah Gary, Custodian in the Operations Department, at 4:54 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