

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
10293 Bloomfield St.
Los Alamitos, California 90720

PERSONNEL COMMISSION
MINUTES OF THE REGULAR MEETING

ADOPTED
March 10, 2021

1. The meeting was called to order by Commissioner Baldwin at 4:05 PM.
2. Commissioner Boyer led the Pledge of Allegiance.
3.

<u>Commissioners Present</u>	<u>Staff Present</u>
Kimberly Baldwin	Joe Fraser
Virginia Wilson	Celeste Arellano
David Boyer	
4. Oath of Office – Commissioner David Boyer
Kimberly Baldwin, Personnel Commissioner, presented the Oath of Allegiance.
5. Community/Staff Participation in Open Session and Non-Agenda Items: Daniel Salas, Head Custodian at Oak Middle School expressed his happiness to continue his professional relationship with David Boyer.
6. Commissioner Comments: Commissioner Boyer is proud to be the newest member of the Los Alamitos Unified School District’s Personnel Commission. He is excited to work with his fellow commissioners. Commissioner Wilson disclosed personal medical news, and relayed that she will continue to participate in Personnel Commission meetings. In relation to the District’s Longevity Recognition Ceremonies, she requested to receive the Zoom links in one e-mail, as opposed to receiving separate e-mails for each link. Commissioner Baldwin attended the Longevity Recognition Ceremony for Los Alamitos Elementary School via Zoom and stated it was a very joyous ceremony. She also welcomed David Boyer to his first Personnel Commission meeting.
7. Approval of the Minutes of the February 10, 2021, Regular Meeting:
MSC Wilson – Yes / Baldwin – Yes - Boyer – Yes. Vote 3-0.
8. Personnel Director’s Report and Review of Open Job Postings: Dr. Joe Fraser wishes Commissioner Wilson the best. He also congratulated Commissioner Baldwin on her upcoming birthday. Dr. Joe Fraser welcomed Commissioner David Boyer to the Personnel Commission.

There were four new hires for Instructional Assistant- Special Education. This is a classification with high turnover rates, and the district is constantly filling vacancies.

The recruitment for Bus Driver is still open on a continuous basis in order to gather a larger pool of candidates. The recruitment for Student Supervision Assistant is also open continuously. The Written Examination for Licensed Vocational Nurse is scheduled for March 5, 2021. The Written Examination for IA- Media Center & Technology is scheduled for March 11, 2021. The District is

currently recruiting for Bond Program Manager. The job posting is currently being advertised on EdJoin, District website, ACSA, and CASBO.

Virginia Wilson and David Boyer will be recognized at the upcoming April 14, 2021 Personnel Commission Meeting for their commitment and years of service to the Los Alamitos Unified School District. They will be presented with their 30th and 15th year longevity pins, respectively.

Interest Based Bargaining trainings started last week from March 2nd – March 5th with both the CSEA and LAEA. Kate McKenna is the new IBB facilitator and she did an amazing job working with all parties.

All education employees are now eligible to make an appointment to receive their COVID-19 vaccinations. About 60% of District staff have already begun the process of registering for a vaccination.

CONSENT

9. Ratification of the Clerical Assistant II Eligibility List.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0.

ACTION

10. Approval of Commissioner David Boyer to attend the 2021 California School Personnel Commissioners Association (CSPCA) Merit Academy to be held virtually, at an approximate cost of \$575.00.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Abstain. Vote 2-0.
Discussion: Commissioner Baldwin commented on the great quality of presentations at the Merit Academy.
11. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
12. Open Session: Report of Closed Session Action, if any:
No Action Taken.
13. Adjournment: Commissioner Baldwin adjourned the meeting at 4:42 p.m.

Respectfully submitted,



Celeste Arellano

03/10/2021