

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
May 5, 2021

1. The meeting was called to order by Commissioner Baldwin at 4:00 PM.
2. Classified Employee Catherine Severin led the Pledge of Allegiance.
3. Commissioners Present
Kimberly Baldwin
Virginia Wilson
David Boyer
- Staff Present
Joe Fraser
Celeste Arellano
4. Community/Staff Participation in Open Session and Non-Agenda Items: None.
5. Commissioner Comments: Commissioner Boyer mentioned that he continues to attend the Merit Academy, which he finds to be very informative. Commissioner Baldwin has been attending School Board meetings virtually.
6. Approval of the Minutes of the April 14, 2021, Regular Meeting:
MSC Wilson – Yes / Baldwin – Yes - Boyer – Yes. Vote 3-0.
7. Personnel Director's Report and Review of Open Job Postings: Dr. Joe Fraser thanked the Classified Workforce, as he believes that classified employees are the backbone to the District.

Zaha Shtewi was hired as McAuliffe Middle School's new Instructional Assistant- Media Center & Technology. Christiana Kraus was selected as the Los Alamitos High School Principal. She begins her role on July 1, 2021.

The Bus Driver recruitment continues to be open and continuous. There are not a lot of applications being received. The Bond Program Manager Oral Panel Interview is being scheduled for later in the month. Applications for Administrative Assistant II will be accepted starting on May 10, 2021. Applications for Head Custodian will be accepted starting on May 10, 2021. The application period for Instructional Assistant- Preschool closes on May 13, 2021.

The Longevity Recognition Ceremonies have been concluded. The recognition ceremony for the Auxiliary Office was done in person. The event was socially distanced and it was great to see everybody celebrate in person.

Negotiations with the CSEA are scheduled for May 11th, May 18th, June 1st, and June 2nd.

COVID-19 cases continue to drop, and the District will now be providing optional testing to staff members who wish to be tested. Roughly 85% of staff members have received the COVID-19 vaccination.

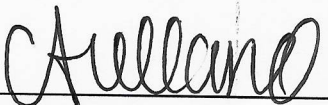
CONSENT

8. Ratification of the Food Services Assistant- Special Education Eligibility List.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0.

ACTION

9. Approval of the renewal of membership in California School Personnel Commissioners Association (CSPCA) for the 2021 – 2022 school year at a cost of \$700.00
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0.
10. Approval of the renewal of membership for the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) for the 2021-2022 school year at a cost of \$2,300.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0.
- 11.a. Presentation of Proposed 2021-2022 Personnel Commission Budget
Discussion: Includes expected salary increases and Personnel Commissioner benefits. California Unemployment Rate rose to 1.23% from 0.05%. Overall total increase of \$10,829.
- 11.b. Public Hearing on Proposed 2021 – 2022 Personnel Commission Budget
Public Hearing began at 4:46 pm
Public Hearing ended at 4:46 pm
No comments.
- 11.c. Adoption of the 2021 – 2022 Personnel Commission Budget
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0.
12. Approval of the new classified management job classification and job description, Communications and Public Information Officer.
MSC Boyer – Yes / Baldwin – Yes – Wilson – Yes. Vote 3-0.
13. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
14. Open Session: Report of Closed Session Action, if any:
No Action Taken.
15. Adjournment: Commissioner Baldwin adjourned the meeting at 4:58 p.m.

Respectfully submitted,



Celeste Arellano

05/05/2021