

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
November 3, 2021

1. The meeting was called to order by Commissioner Baldwin at 4:09 PM.
2. Celeste Arellano 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 Wilson is happy that she is making good progress with her health. Commissioner Boyer gives his best to all District employees during this difficult time. He recently got appointed as a Board Member to the Rossmoor/Los Alamitos Area Sewer District. Commissioner Baldwin is looking forward to attend the State of the District. She is honored to be serving on the Oak School Site Council as Chair. She has also joined the District's Operations Steering Committee.
6. Approval of the Minutes of the October 13, 2021, Regular Meeting:
MSC Wilson – Yes / Boyer – Yes - Baldwin – Yes. Vote 3-0.
7. Personnel Director's Report and Review of Open Job Postings: Dr. Joe Fraser is excited to announce that the District Office will have the TK Burger Truck on January 5th, 2022 for Classified Employees who wish to attend. The event will be from 11:30 am- 12:30 pm. The District Office will be closed the last week of December for Christmas Break.

The District is continuing to hire new staff in a variety of classifications which include Extended Day Care Center Assistants, Instructional Assistant- Special Education, and Instructional Assistant- Preschool.

A candidate has been selected for the Administrative Assistant I vacancy in the FMOT Department. The job offer is currently pending. Instructional Assistant- Physical Education was reopened due to low applicant pool. The Oral Panel Interview for Instructional Assistant- Media Center & Technology will take place on November 18th. The job posting for Theatre Productions Supervisor will close on November 30th. Extended Day Care Center Assistant and Student Supervision Assistant are open continuously.

Employee weekly COVID-19 is going well. There will be no closed session in today's meeting after all. The tentative agreement with CSEA has been ratified. Classified employees will see their salary increase on the November 10th paycheck. The agreement with LAEA has not been ratified yet. It is expected to be ratified on the December 14th Board Meeting.

The next PC meeting will be December 8, 2021 in the Training Room. Virginia Wilson's Oath of Office and the Personnel Commission Election will be taking place at that meeting.

CONSENT

- 8.a. Ratification of the Instructional Assistant- Preschool Eligibility List.
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0
- 8.b. Ratification of the Administrative Assistant I Eligibility List.
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0
- 8.c. Ratification of the Extended Day Care Center Assistant Eligibility List.
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0

ACTION

- 9. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
- 10. Open Session: Report of Closed Session Action, if any: No Action Taken.
- 11. Adjournment: Commissioner Baldwin adjourned the meeting at 4:48 p.m.

Respectfully submitted,



Celeste Arellano

11/03/2021