

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  
January 12, 2022

1. The meeting was called to order by Commissioner Boyer at 4:10 PM.
2. Classified Employee Daniel Salas 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. Community/Staff Participation in Open Session and Non-Agenda Items: Daniel Salas congratulated the Classified Employees of the Year.
5. Commissioner Comments: Commissioner Baldwin is proud of the Classified Employees of the Year. Commissioner Boyer attended the LAHS Choir Show. Commissioner Wilson had the pleasure of attending the annual TK Burger Truck on January 5, 2022. She had the opportunity to meet Board Member Scott Fayette and talk to several classified employees.
6. Approval of the Minutes of the December 8, 2021, Regular Meeting:  
MSC Baldwin – Yes / Boyer – Yes. Vote 2-0.
  - A motion to Recess was made at 4:22pm. The meeting reconvened at 4:26 pm.
7. Personnel Director's Report and Review of Open Job Postings: Dr. Joe Fraser congratulated all the Classified Employees of the Year. They employees recognized are Armando Gomez, Database Specialist, Lisa Burke, Instructional Assistant- Special Education, Regina Brown, Attendance Clerk, and Tiffany Penick, EDCC Site Supervisor.

The District is continuing to hire new staff in a variety of classifications which include Extended Day Care Center Assistants, I, Custodian, IA- Media Center & Technology, IA- Special Education.

The High School Plant Supervisor written exam took place on January 12<sup>th</sup>. The Cabinet Interviews for Communications & Public Information Officer will take place on January 13<sup>th</sup>. The selection interview for Theatre Production Supervisor is scheduled for January 13<sup>th</sup>. The job posting for Bus Driver closes January 14<sup>th</sup>. The High School Secretary II selection interview is scheduled for January 14<sup>th</sup>. The selection interviews for Instructional Assistant- Physical Education are scheduled for January 18<sup>th</sup>.

COVID-19 cases are on the rise Districtwide. Our Licensed Vocational Nurses are contact tracing around the clock. The TK Burger Truck was a successful event, with many classified employees in attendance.

The next PC meeting will be February 9, 2022 in the Board Conference Room.

8. Discussion of the CSPCA (California School Personnel Commissioners Association) 2022 Annual Conference.

Discussion: The Annual Conference will take place from March 6 – 8, 2022 in Monterey, CA. Dr. Joe Fraser provided the Personnel Commission with information regarding registration, the itinerary, and reimbursements. Commissioner Boyer and Commissioner Wilson would like to attend. Commissioner Baldwin will be unable to attend this year.

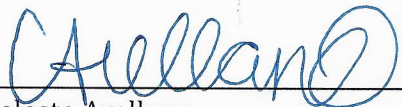
CONSENT

- 9.a. Ratification of the Instructional Assistant- English Learner Eligibility List.  
MSC Baldwin – Yes / Wilson – Yes – Boyer – Yes. Vote 3-0
- 9.b. Ratification of the Instructional Assistant- Physical Education Eligibility List.  
MSC Baldwin – Yes / Wilson – Yes – Boyer – Yes. Vote 3-0
- 9.c. Ratification of the High School Secretary II Eligibility List.  
MSC Baldwin – Yes / Wilson – Yes – Boyer – Yes. Vote 3-0
- 9.d. Ratification of the Communications & Public Information Officer Eligibility List.  
MSC Baldwin – Yes / Wilson – Yes – Boyer – Yes. Vote 3-0
- 9.e. Ratification of the Theatre Production Supervisor Eligibility List.  
MSC Baldwin – Yes / Wilson – Yes – Boyer – Yes. Vote 3-0

ACTION

- 10. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
- 11. Open Session: Report of Closed Session Action, if any: No Action Taken.
- 12. Adjournment: Commissioner Baldwin adjourned the meeting at 4:53 p.m.

Respectfully submitted,

  
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Celeste Arellano

1/12/2022