

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  
December 7, 2022

1. The meeting was called to order by Commissioner Wilson at 4:05 PM.
2. Commissioner Boyer led the Pledge of Allegiance.
3. Commissioners Present  
Kimberly Baldwin  
Virginia Wilson  
David Boyer  
Staff Present  
Joe Fraser  
Kaylie Grebeck
4. Oath of Office- Commissioner David Boyer  
Virginia Wilson, Personnel Commissioner, presented the Oath of Allegiance.
5. Election of Personnel Commissioners Officers: Chairperson and Vice-Chairperson.  
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.  
Discussion: David Boyer was elected Chairperson and Kimberly Baldwin was elected Vice-Chairperson.
6. Community/Staff Participation in Open Session and Non-Agenda Items: None.
7. Commissioner Comments: Commissioner Wilson announced that today is Pearl Harbor Day and shared a personal story. She also announced that she's been involved in the County as part of the Commission there. Commissioner Wilson shared that there was a hearing that took place. It was an appeal for one area to go to another district and it was denied. Commissioner Boyer thanked the Personnel Commission for his appointment. He mentioned that he was fortunate to attend the recent Football game and is looking forward to attending the Choir Show this weekend. Commissioner Baldwin shared that the Bill regarding the Top 3 Ranks being replaced with banding has died. She also shared a newsletter from OCDE, which announced grants to help Classified employees to pursue teaching credentials.
8. Approval of the Minutes of the November 2, 2022, Regular Meeting:  
MSC Wilson – Yes / Baldwin – Yes - Boyer – Yes. Vote 3-0.
9. Personnel Director's Report and Review of Open Job Postings: The District is continuing to hire new staff in a variety of classifications which include Student Supervision Assistant, Extended Day Care Center Assistants, Food Service Assistant, Instructional Assistant- Special Education and Instructional Assistant- Early Childhood Education. 3 new Campus Supervisors were hired at Los Alamitos High School: Oscar Esparza, William Anderson and Steven Fajardo. Henry Aguilar was selected as the new Night Custodian at Los Alamitos High School. Camille Erickson was promoted to Lead Instructional Assistant- Behavior Intervention.

The oral panel interview for Food Service Assistant- Cook will take place December 8<sup>th</sup>. The written exam for the Instructional Assistant- Media & Tech will take place on December 8<sup>th</sup>. The final interviews for SLPA will take place on December 9<sup>th</sup>. The job posting for Campus Supervisor closes on December 13<sup>th</sup>. The job posting for Head Custodian opens on December 15<sup>th</sup>. The job posting for Clerical Assistant II opens on December 19<sup>th</sup>. The job postings for IA Accompanist, IA Early Childhood Education, Food Service Assistant III and Student Supervision Assistant are open until filled.

Dr. Fraser reminded the Personnel Commission that the District Office will have the TK Burger Truck on January 4<sup>th</sup>, 2023 for Classified Employees who wish to attend. The event will be from 11:30 am- 12:30 pm. Also, the 2023 CSPCA Annual Conference will take place on Sunday, January 22<sup>nd</sup> – Tuesday, January 24<sup>th</sup>.

The next PC meeting will be January 11, 2023 in the Board Conference Room.

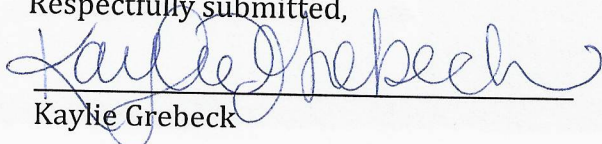
#### CONSENT

- 10.a. Ratification of the Food Service Assistant III Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 10.b. Ratification of the Delivery Driver/Warehouse Assistant Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 10.c. Ratification of the Custodian Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 10.d. Ratification of the Lead Instructional Assistant- Behavior Intervention Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 10.e. Ratification of the Instructional Assistant- Early Childhood Education Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 10.f. Ratification of the Campus Supervisor Eligibility List.  
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0

#### ACTION

- 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 Boyer adjourned the meeting at 5:04 p.m.

Respectfully submitted,

  
Kaylie Grebeck

12/07/2022