

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 11, 2023

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

<u>Commissioners Present</u>	<u>Staff Present</u>
Kimberly Baldwin (via Zoom)	Joe Fraser
Virginia Wilson	Kaylie Grebeck
David Boyer	
4. Community/Staff Participation in Open Session and Non-Agenda Items: The Human Resources Department joined the meeting to sing Happy Birthday to Commissioner Wilson.
5. Commissioner Comments: Commissioners Wilson, Boyer and Baldwin all expressed their dismay for being unable to attend the Classified TK Burger event that was held at the District Office on January 4th. Commissioner Boyer shared that he attended the Show Choir held at the high school and raved about the performances. Commissioner Baldwin stated that she was looking forward to the upcoming CSPCA Annual Conference. She also shared that the OCDE Superintendent sent out an email to announce that 3 Los Alamitos elementary schools were selected for the California Distinguished award: Rossmoor, Hopkinson and Weaver.
6. Approval of the Minutes of the December 7, 2022, Regular Meeting:
MSC Wilson – Yes / Baldwin – Yes. Vote 3-0.
7. 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, Food Service Assistant and IA- Early Childhood Education.

Alexis Ohmar was recently selected as an Instructional Assistant- Accompanist at Los Alamitos High School. There are also several recruitments currently in progress. The Payroll Technician II posting closes on January 19th. The written exams for LVN and Speech-Language Pathology Assistant will both be held on January 12th. The oral panel interviews for Head Custodian and EDCC Assistant will be held on January 13th. The oral panel interviews for Business Services Specialist and IA Special Education will take place on January 17th. The oral panel interviews for Clerical Assistant II will be held on January 18th.

Dr. Fraser spoke about the TK Burger Food Truck event that took place on January 4th. It was a successful event and was a great day for classified employees to come together. He also announced the 2023 Classified Employees of the year: Karin Vizcaino, Skilled Maintenance Worker-

Electrician at Auxiliary, Mai Gilbert, IA Special Education at LAE, Jackie Solis, Clerical Assistant II at Hopkinson and Kevin Denis, Food Services Supervisor at LAHS. Dr. Fraser also announced the 2023 Administrator the year, CJ Knowland, Director of FMOT at Auxiliary. Dr. Fraser invited the Commissioners to attend the Board Meeting on February 17th, which is where Mai Gilbert's recognition ceremony will take place. The dates of the remaining recognition ceremonies will be emailed to the Commissioners as soon as the details are finalized.

Dr. Fraser also reminded the Personnel Commission of the CSPCA Annual Conference that will be taking place January 22nd – January 24th at the Westin Hotel in Long Beach.

Dr. Joe Fraser stated that he would like to mention his intention to add a discussion to the next PC agenda of a salary range reallocation for one of the classifications.

The next PC meeting will be February 1, 2023 in the Board Conference Room.

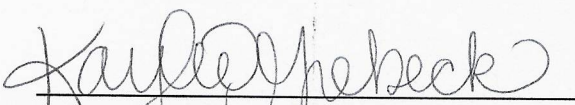
CONSENT

- 8.a. Ratification of the Food Service Assistant- Cook Eligibility List.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 8.b. Ratification of the Instructional Assistant- Accompanist Eligibility List.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 8.c. Ratification of the Instructional Assistant- Media & Technology Eligibility List.
MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0
- 8.d. Ratification of the Campus Supervisor Eligibility List.
MSC Wilson – Yes / Baldwin – 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 Boyer adjourned the meeting at 4:25 p.m.

Respectfully submitted,



Kaylie Grebeck

1/11/2023