

**PERSONNEL COMMISSION MEETING**  
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION, COMMUNITY ROOM

**MINUTES**

April 20, 2017

**I. CALL TO ORDER**

- A. A moment of silence was held for the incident at North Park on April 10, 2017. The meeting was called to order at 5:30 p.m. by Commissioner Dixon.
- B. Pledge of Allegiance
- C. Roll-Call
  - 1. Commissioner Valeria Dixon, Chairperson
  - 2. Commissioner Michael Salazar, Vice – Chairperson
  - 3. Commissioner George Bohn, Member

**II. APPROVAL OF AGENDA**

Ms. Dixon moved to approve the agenda as submitted. Mr. Salazar seconded.

Motion carried.

**III. PUBLIC COMMENTS**

Jasminne Munoz Turrubiartes appealed the removal of her name from the Public Safety Dispatcher eligibility list.

Ms. Dixon stated to Ms. Munoz Turrubiartes that Ms. Byrd or Ms. Garcia would be notifying her in writing or by telephone.

Israphan Tuchinda appealed the removal of his name from the School Police Officer eligibility list.

Mr. Kenny Wilson, Labor Relations Representative, introduced himself to the commissioners and stated that he is working very closely with Ms. Byrd and her team. He stated that he has been a labor representative for 26 years. He also mentioned that he is pro-merit.

He is very proud of the staff from North Park, the staff did everything to help the students safety. He is looking forward on building relationships with the team as we move forward. Thank you very much.

**IV. ACTION ITEMS**

**A. RATIFYING ELIGIBILITY LIST(S).**

Motion was made by Ms. Dixon and seconded by Mr. Bohn to approve the following eligibility list(s).

- |  |               |
|--|---------------|
| 1. Bilingual Secretary II (Spanish Only) | Exam # 16-103 |
| 2. Cafeteria Worker                      | Exam # 16-105 |
| 3. Community Resource Worker             | Exam # 17-008 |
| 4. Delivery Driver/Warehouse Worker      | Exam # 17-005 |
| 5. Education Assistant III (SI)          | Exam # 17-009 |
| 6. Floor Covering Mechanic               | Exam # 16-107 |
| 7. HVACR Mechanic                        | Exam # 16-087 |
| 8. Occupational Therapist                | Exam # 17-002 |
| 9. School Police Officer                 | Exam # 17-004 |
| 10. Senior Cafeteria Worker              | Exam # 17-007 |

Motion carried.

**B. RECRUITMENTS.**

Motion was made by Ms. Dixon, and seconded by Mr. Salazar to open the following recruitments:

- |                                       |                  |                       |
|---------------------------------------|------------------|-----------------------|
| 1. Accountant                         | Open/Promotional | 03/08/2017-04/04/2017 |
| 2. Account Analyst                    | Open/Promotional | 04/19/2017-05/16/2017 |
| 3. Attendance Technician              | Open/Promotional | 03/08/2017-04/04/2017 |
| 4. Bilingual Transportation Scheduler | Open/Promotional | 03/29/2017-04/25/2017 |
| 5. Cafeteria Worker                   | Open/Promotional | 04/05/2017-05/02/2017 |
| 6. Campus Security Officer I          | Open/Promotional | 03/08/2017-04/04/2017 |
| 7. Carpenter                          | Open/Promotional | 03/29/2017-04/25/2017 |
| 8. Food Worker Trainee                | Open             | 04/05/2017-05/02/2017 |
| 9. Help Desk Technician               | Open/Promotional | 03/08/2017-04/04/2017 |
| 10. Instructional Assistant (SDC)     | Open/Promotional | 03/08/2017-04/04/2017 |
| 11. Instructional Tutor – LH/PH       | Open/Promotional | 03/08/2017-04/04/2017 |
| 12. Lead Carpenter                    | Open/Promotional | 03/29/2017-04/25/2017 |
| 13. Lead School Police Dispatcher     | Open/Promotional | 04/05/2017-05/02/2017 |
| 14. Lifeguard                         | Open/Promotional | 04/19/2017-05/16/2017 |
| 15. Public Safety Dispatcher          | Open/Promotional | 03/08/2017-04/04/2017 |

Motion carried.

**C. ELIGIBILITY LIST TO FILL VACANCIES:**

It was moved by Ms. Dixon and seconded by Mr. Bohn to certify eligibility list to fill vacancies for:

From: Community Resource Worker      To: Bilingual Community Resource Worker

Motion carried.

**D. CLASSIFICATION REVISIONS:**

It was moved by Ms. Dixon and seconded by Mr. Bohn to approve the new classification specification as submitted:

1. Energy and Sustainability Manager
2. Grant Manager

Motion carried

**E. DRAFT OF PROPOSED BUDGET**

It was moved by Ms. Dixon and seconded by Mr. Salazar to set the public hearing for the Proposed Budget for 2017-2018 the first meeting is May 3, 2017 and the final one is for May 17, 2017.

Motion carried.

**F. PURCHASE DELL LAPTOPS:**

It was moved by Ms. Dixon and seconded by Mr. Bohn to approve the purchase of 30 Dell Laptops not to exceed \$20,000.

Ms. Byrd stated the need for more computers for testing capabilities. She also informed the commissioners that Dr. Wiseman would help us purchase more laptops for testing.

Motion carried.

**G. PURCHASE OF COMPUTER CHARGING CART**

It was moved by Ms. Dixon and seconded by Mr. Bohn to approve the purchase of a Computer Charging cart for the Dell laptops not to exceed \$2,000.

Motion carried.

**H. SMART T.V.**

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the purchase of a 50” Smart T.V., not to exceed \$1,000.

Motion carried.

**I. MINUTES FEBRUARY 8, 2017:**

A motion was made by Ms. Dixon and seconded by Mr. Salazar to approve the minutes for February 8, 2017.

Motion carried.

**J. MINUTES MARCH 1, 2017:**

A motion was made by Ms. Dixon and seconded by Mr. Salazar to approve the minutes for March 1, 2017.

Motion carried.

**V. COMMISSIONER'S AND DIRECTOR'S COMMENTS:**

Ms. Byrd commented that Certified Athletic Trainer would be added to the agenda for approval for the meeting on May 17, 2017.

Mr. Salazar appreciated the moment of silence that was held for the incident at North Park. He stated for the record his heart goes out to all those who were affected by the incident. The staff went above and beyond their call of duty. He also welcomed Mr. Wilson and stated that he looks forward to working with him.

Mr. Bohn commented on the North Park shooting incident, he stated after working for this district for the past 40 years, the district has always been prepared for this type of incident. He commends all district and staff for dealing with this type of situation. He stated when a teacher gets shot, all the teachers are immediately affected.

Ms. Dixon welcomed Mr. Wilson. She has been involved with the North Park incident. The staff did everything right. Both Certificated and Classified staff took care of the students. That has been conveyed over and over. The district has been very supported to the staff from North Park, anything they need or any time off, whatever they need to recover from this incident. The district will continue to do what needs to be done to protect our schools. Please keep praying for the victim's families, witnesses and for the leaders of this organization. Our condolences go out to Karen Smith's family and Jonathan Martinez's family. Nolan is doing very well. Ms. Dixon thanked everyone for coming. The meeting adjourned at 6:10 p.m. for closed session.

**VI. CLOSED SESSION**

The commission reconvened into open session at 7:00 p.m. with no report out from closed session.

**VII. ADJOURNMENT**

The commission adjourned the meeting at 7:00 p.m.