

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT**  
**SPECIAL PERSONNEL COMMISSION MEETING**  
1950 West Sunwest Lane, San Bernardino 92408  
**MINUTES**  
**January 22, 2018**

**A. PRELIMINARY FUNCTIONS**

1. Call to Order

The special personnel commission meeting of the Personnel Commission was called to order at 12:05 p.m. at 1950 West Sunwest Lane, San Bernardino, CA 92408.

2. Pledge of Allegiance

3. Roll Call

Members Present: Ms. Valeria Dixon, Chairperson  
Mr. Michael Salazar, Vice Chairperson  
Mr. George Bohn, Member

Staff Present: Ms. Gladys Byrd, Personnel Director  
Ms. Irma Garcia, Personnel Analyst  
Ms. Tamara Booker, Personnel Specialist  
Ms. Nersidalia Garcia, Bilingual Secretary III

4. It was moved by Ms. Dixon, seconded by Mr. Salazar, to approve the agenda as submitted.  
Motion carried.

**B. COMMENTS**

No Comments

**C. ACTION ITEMS**

1. It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the establishment of the title change and revisions to the following job classification specification:  
From: Chief Business Officer  
To: Associate Superintendent Business, Facilities, and Operations

Ms. Byrd discussed that on January 8, 2019 the item was on Board's Personnel Reports Agenda. It was brought to the Commission because the Board decides the job salary for senior managers, but the classification is written by the Commission.

Dr. Wiseman thanked the Commission for having a special meeting on this topic. He stated he had a meeting with Ms. Byrd to discuss the changes and modification of the title. He stated that there is a shortage all over the state for CEO's and are at higher salary than the District. He informed the Commission that it was not intentional for the District not to follow protocol. The District wants to do what is right. The Board took action on January 8, 2019. He apologized for what lead to this special meeting.

Ms. Dixon stated she will be reading the statement and this can be used as a learning opportunity. See attachment.

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*In compliance with Government Code §54957.5, any public records, which can be disclosed, related to an open session item on the agenda that have been submitted to the Commission are available for public inspection in the Personnel Commission office during normal business hours, no sooner than 72 hours prior to the meeting. A copy of a previous month's agenda and attachments may be requested by email communication to the Director at any time.*

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Dr. Wiseman stated he is aware of reclassifications for Richardson, and he will check on status. The benefits supervisor recommendations is with the supervisor. Ms. Dixon asked for feedback of when it was submitted to Board. Dr. Wiseman stated he should be able to provide feedback within a couple of weeks. Ms. Dixon stated there needs to be better communication with the PC when making these kinds of decisions. Mr. Salazar asked Dr. Wiseman so long to be on Board's agenda, stating two months should be enough and reasonable time. Dr. Wiseman stated he would need to look at the process and see what steps are done in choosing to move forward with a recommendation. The Commission asked Dr. Wiseman if he can come to the next PC meeting with an answer. Dr. Wiseman said yes, he will be at the next PC meeting. Ms. Dixon called for vote. Motion carried.

2. It was moved by Ms. Dixon and seconded by Mr. Bohn that the next Personnel Commission Meeting will be held on February 14, 2019 at 5:30 p.m., in the Personnel Commission Office, 777 N. F Street, San Bernardino, CA 92410, Portable #B. Motion carried.

**D. INFORMATION ITEMS AND REPORTS:**

1. Director - None

**E. PERSONNEL COMMISSIONERS COMMENTS:**

None

**F. CLOSED SESSION**

None

**G. ADJOURNMENT**

The Commission adjourned the meeting at 12:25 p.m.