

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
May 3, 2023

1. The meeting was called to order by Commissioner Boyer at 4:04pm.
2. Commissioner Baldwin led the Pledge of Allegiance.
3. Commissioners Present
Kimberly Baldwin
Virginia Wilson
David Boyer
- Staff Present
Joe Fraser
Kaylie Grebeck
4. Community/Staff Participation in Open Session and Non-Agenda Items: None.
5. Commissioner Comments: Commissioner Wilson apologized for not attending the previous PC Meeting. She also mentioned that she had participated in the preliminary screening of applicants for the Assistant Superintendent of Human Resources. She noted that the interviews were extremely well-run by Deputy Superintendent of Ed Services, Ondrea Reed, and that she was very impressed with the quality of candidates.

Commissioner Baldwin shared that she attended her last school site meeting for Oak, as her son will be promoting this year and she is excited for all of the promotional activities to come. She also mentioned that she will be participating in the Assistant Superintendent of Human Resources panel interviews and is looking forward to it.

Commissioner Boyer shared that he recently attended the Chamber breakfast, where coach Ray Fenton was a speaker. He stated that it was the biggest chamber function he has attended since pre-COVID. He noted that the entire LAHS football team bring a lot of comradery and it is so great to see.

Commissioner Boyer also mentioned that he was unable to attend the last Board Meeting and wished he had been able to see the employees of the year be recognized. Commissioner Wilson said that the Commissioners should share with each other if they are unable to attend an event, so that one of the other Commissioners can make sure they go.

6. Approval of the Minutes of the April 5, 2023, Regular Meeting:
MSC Baldwin – Yes / Boyer – Yes / Wilson – Abstain. Vote 2-0

7. Personnel Director's Report and Review of Open Job Postings: Dr. Fraser provided an update on all recent hires in the classifications IA- Special Ed and EDCC Assistant. The Classified Personnel Department is currently working on the following recruitments: Bus Driver, LVN, EDCC Supervisor, K-16 Key Personnel, Preschool Lead and School Office Coordinator.

Dr. Fraser reminded the Personnel Commission of upcoming events: 2023 Retirement Recognition Ceremony on May 18th, New Hire Luncheon on July 26th and the High School Graduation on June 6th. The next PC Meeting will be June 7, 2023 in the Board Conference Room.

CONSENT

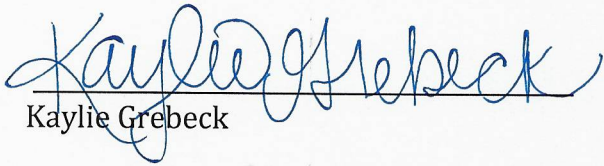
- 8.a. Ratification of the Extended Day Care Center Assistant Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.b. Ratification of the Food Service Assistant III Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

ACTION

9. Approval of renewal of membership in California School Personnel Commissioners Association (CSPCA) for the 2023 – 2024 school year at a cost of \$700.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
Discussion: Commissioner Baldwin asked for clarification if this is the Association that hosts the annual conferences that the PC attends. Kaylie Grebeck confirmed that it is.
10. Approval of renewal of membership for the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) for the 2023 – 2024 school year at a cost of \$2,500.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
Discussion: Commissioner Boyer asked for confirmation on the number of employees listed on the pricing schedule and if the Personnel Specialist believed that the membership was valuable. Kaylie Grebeck confirmed that the number of employees is correct and that the membership is extremely beneficial.
- 11.a. Presentation of Proposed 2023-2024 Personnel Commission Budget
Discussion: Dr. Fraser stated that the Classified Salaries, and subsequently, Employee Benefits increased due the 8% and 3% increased approved for the Classified Salary Schedule. Overall total increase of \$3,214.
- 11.b. Public Hearing on Proposed 2023 – 2024 Personnel Commission Budget
Discussion: None.
- 11.c. Adoption of the 2023 – 2024 Personnel Commission Budget
MSC Baldwin – Yes / Wilson – Yes / Boyer – Yes. Vote 3-0.

12. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
None.
13. Open Session: Report of Closed Session Action, if any:
No Action Taken.
14. Adjournment: Commissioner Boyer adjourned the meeting at 4:26pm.

Respectfully submitted,


Kaylie Grebeck

05/3/2023