

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
July 12, 2023

1. The meeting was called to order by Commissioner Boyer at 4:00pm.

2. Dr. Weiss-Wright led the Pledge of Allegiance.

3. Commissioners Present

Kimberly Baldwin
Virginia Wilson
David Boyer

Staff Present

Ryan Weiss-Wright
Kaylie Grebeck

4. Community/Staff Participation in Open Session and Non-Agenda Items: Commissioners discussed California Bill AB 1699. Commissioner Baldwin expressed how the Bill is a threat to Merit Districts as a whole. She explained the key issue the Bill presents and how if passed, seniority would trump the merit process. Cathie Severin mentioned that she was unfamiliar with the Bill and would look into it to see how CSEA could provide support and input. Dr. Weiss-Wright confirmed to the Commissioners that we would add an item to the next PC agenda to discuss this Bill further.

5. Commissioner Comments: Commissioner Boyer welcomed Dr. Weiss-Wright to his first official Personnel Commission meeting. He and Commissioner Wilson expressed that they would like to meet with Dr. Weiss-Wright to review and talk about PC goals and evaluation measures.

Commissioner Baldwin mentioned that she wanted to add a few sections to this year's Annual PC Report and would send Kaylie Grebeck examples. Commissioner Wilson shared that the PC Rules and Regulations should be updated.

Commissioner Boyer stated the Merit Academy is extremely beneficial and asked if Dr. Weiss-Wright attended. Kaylie Grebeck confirmed that both she and Dr. Weiss-Wright will attend next year's Merit Academy.

Commissioner Wilson inquired if the Director of Food Services received training prior to her start or if the District offered in-service training. Dr. Weiss-Wright said he was unsure and would find out and share at the next PC meeting.

6. Approval of the Minutes of the June 7, 2023, Regular Meeting:
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0

7. Personnel Director's Report and Review of Open Job Postings: Dr. Weiss-Wright shared that there have been several recent hires: Rae Israelsky was promoted to Counseling Assistant and the High School; Jill Johnson was promoted to High School Secretary I and Claudia Merelle was hired as High School Secretary I; Jonathan Zabel was hired as Bus Driver; Jimmellen Ramos was rehired as LVN at Hopkinson and Elizabeth Hanohano was hired as LVN at McGaugh.

The Classified Personnel Department is currently working on the following recruitments: Instructional Assistant-Special Education, Instructional Assistant-Early Childhood Education, Instructional Assistant-Media & Tech, Instructional Assistant-Math & Science, Bus Driver, EDCC Assistant, Food Service Assistant III, Campus Supervisor, Attendance Clerk and Student Supervision Assistant.

Dr. Weiss-Wright shared that he has been conducting new hire orientations with all Certificated and Classified new hires where he shares the District's goals and mission and to welcome all new hires personally. He also has been meeting with Directors and Site Admins one on one to ask how HR can support them.

Commissioner Baldwin's appointment as Joint Appointee ends on December 1, 2023. Dr. Weiss-Wright shared the next steps in the reappointment process: The Announcement of Intention to Reappoint will take place at the August 9th PC Meeting. The Public Hearing to Reappoint will take place at the September 6th PC Meeting and the Oath of Office and Election will take place at the December 6th PC Meeting.

Dr. Weiss-Wright reminded the Personnel Commission of upcoming events: New Hire Luncheon on July 26th and the CSPCA Annual Conference will take place March 3-5 in Monterey. Kaylie Grebeck needs confirmation that all PC Members will be attending so she can buy the conference tickets and book the hotel. The next PC Meeting will be August 9, 2023 in the Board Conference Room.

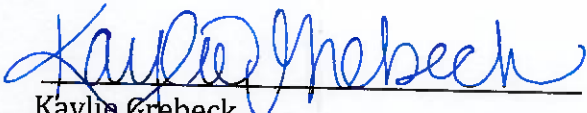
CONSENT

- 8.a. Ratification of the Instructional Assistant- Special Education Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.b. Ratification of the Counseling Assistant Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.c. Ratification of the High School Secretary I Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.d. Ratification of the Instructional Assistant- Early Childhood Education Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

ACTION

9. Approval of revised job description for Food Service Assistant I.
Discussion: Commissioner Baldwin asked for clarification on the Food Service Classification titles. She asked if there is or ever was a Food Service Assistant II. The PC confirmed that the approval of the job description visions will be tabled for next meeting until we have clarification.
10. Approval of revised job description for Food Service Assistant III.
Discussion: Item tabled for next meeting.
11. 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 4:57pm.

Respectfully submitted,



Kaylie Grebeck

07/12/2023