



Bellflower Unified School District

PERSONNEL COMMISSION
Agenda

Personnel Commission Members:
Chairperson, Sue Berhow * Vice-Chairperson, Stacey Chanan * Member, Kathleen Guy

DATE: DECEMBER 13, 2022

TIME: 6:30 P.M.

C-1
DISTRICT ADMINISTRATION - BUILDING C
16703 SOUTH CLARK AVENUE, BELLFLOWER, CALIFORNIA

PRELIMINARY

CALL TO ORDER

FLAG SALUTE

ROLL CALL

ACTION ITEMS

VISITORS – AGENDA ITEMS

Members of the public who wish to address the Personnel Commission on an item listed in the agenda, and that is within the subject jurisdiction of the Commission, may have the choice of speaking at this time or at the time the item is brought forth by the Commission for consideration.

Please complete a "Request to Address Personnel Commission" form prior to speaking (available on side table).

100 ASSOCIATE SUPERINTENDENT'S CORRECTIONS

101 APPROVAL OF THE AGENDA FOR THE REGULAR MEETING OF DECEMBER 13, 2022

That the Personnel Commission approve the agenda items for the regular meeting of the Personnel Commission on December 13, 2022, as presented on Item 101 (2-3).

102 ELECTION OF PERSONNEL COMMISSION OFFICERS

That the Personnel Commission organize by electing officers; a chairperson, a vice-chairperson and a member from among its members in accordance with Personnel Commission Rules and Regulations 20.100.4.

103 PERSONNEL COMMISSION MEETING CALENDAR

That the that the Personnel Commission approve dates, time and place for its regular meetings in accordance with Personnel Commission Rules and Regulations 20.200.1 (a) as presented on Item 103 (2).

104 APPROVAL OF MINUTES FROM THE OCTOBER 18, 2022 PERSONNEL COMMISSION MEETING

That the Personnel Commission approve the minutes of the October 18, 2022, regular meeting of the Personnel Commission as presented on Item 104 (2-4).

105 ADOPTION OF ELIGIBILITY LISTS FOR CLASSIFIED SERVICE

That the Personnel Commission adopt the Eligibility Lists for Classified Service, as presented on Item 105 (2-6).

106 ADOPTION OF EMPLOYMENT STANDARDS AND SALARY RECOMMENDATION: COMMUNICATIONS AND PUBLIC INFORMATION OFFICER

That the Personnel Commission approve the employment standards and salary recommendation for the Communications and Public Information Officer, as presented on Item 106 (2-5) and recommend salary range of \$6,766.38 - \$8,306.71 monthly on the classified salary schedule.

COMMUNICATIONS

200 PERSONNEL COMMISSION MEMBERS – COMMUNICATIONS AND REPORTS

District-Related Matters
Conferences/Meetings

**200.1 ASSOCIATE SUPERINTENDENT/
PERSONNEL COMMISSION STAFF**

District-Related Matters
Conferences/Meetings

NON-ACTION

300 VISITORS – NON-AGENDA ITEMS

This is the section where cards for non-agenda items will be addressed.

Members of the public may address the Personnel Commission at this time on non-agenda items that are within the subject jurisdiction of the Commission. The Commission can take action only on items listed in the agenda.

Please complete a "Request to Address Personnel Commission" form prior to speaking (available on side table).

301 INFORMATION ITEMS

301.1 Review of Personnel Commission Rule 30.200.7

CLOSED SESSION

Per Government Code 54954.5 (e) and 54957;
Public Employee Discipline/Dismissal/Release/Appeals

ADJOURNMENT

400 ADJOURNMENT OF MEETING

NEXT REGULAR SCHEDULED MEETING OF PERSONNEL COMMISSION

District Administration Building
Tuesday, January 24, 2023 at 6:30 p.m.

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from Personnel Services, 16703 South Clark Ave, Bellflower, CA 90706.

Persons requiring accommodation in order to view the agenda or participate in the meeting, may make the request for accommodation to the Associate Superintendent, Business & Personnel Services at 562-866-9011 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a)1.)