

Regular Meeting of the Personnel Commission  
BARSTOW UNIFIED SCHOOL DISTRICT  
District Office Board Room  
551 Avenue H, Barstow, CA 92311

MINUTES

Thursday, December 14, 2023

1. Call to Order: Chairperson Ben Rosenberg called the regular meeting of the Personnel Commission to order at 4:30 p.m.
2. Pledge of Allegiance: Assistant Superintendent Jorge Gutierrez led the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum: Chairperson Ben Rosenberg, Vice Chairperson Jason Gee and Commissioner Olga Prindle were present.

Observation of those in attendance: Director Patty Duwel, Assistant Superintendent Jorge Gutierrez. Chief Business Officer Doug Beaton, Sr. Executive Assistant Christina Crain, CSEA President Renee Gonzales.

4. Public Comment: None.
5. Reports/Updates/Announcements:

a. Commissioner Reports:

Olga Prindle wishes everyone a happy holidays. Ms. Prindle informed that she has surgery scheduled for January 30<sup>th</sup> and will not be available for February and March meeting, as well as the CSPCA Conference in March.

Jason Gee wishes everyone a happy holidays.

Ben Rosenberg wishing everyone happy holidays.

- b. CSEA Updates: CSEA President Renee wished everyone happy holidays. Membership appreciation party is scheduled for this Saturday at Los Domingo's from 5:00 pm to 8:00 pm. Would like to thank Olga Prindle for her donations to the raffle. Voting will take place next Thursday, December 21. January will begin with newly elected board members. Closed up on couple MOU's, working out of class starting on day 1 instead of day 6 effective until the end of the school year. MOU in 610 process for involuntary transfers it will come back to ratify by membership. Looking forward to starting negotiations on schedule in February for July 1.

- c. District Updates: Assistant Superintendent Jorge Gutierrez worked diligently yesterday in regard to job descriptions, data along with CSEA President Renee and help of Director Duwel. Would like to thank the Union for working together.

d. Director Report:

Director Duwel gave a breakdown of total classified employees.

Negotiations for CSEA and BEA resulted in the District approving 7% increase on salary retro back to July 1<sup>st</sup> and also a 4% one-time off-salary payment based on the annual salary calculated based on the retro. She would like to thank Business Services for getting that processed to everyone ahead of schedule. Sad note BUSD is mourning a loss of three BUSD family, on November 17 retired Barstow Police Department Officer Rudy Perez former SRO, November 18 Psychologist Dr. Angel Burnell, and Adeline Gallegos Nutrition Services Worker II December 3 who touched lives of many at Barstow and will be deeply missed.

6. Adoption of the Agenda:

M: B. Rosenberg      S: O. Prindle  
A: 3                      N: 0

7. Discussion/Information: - None at this time

**Consent/Action/Conference Session**

8. Consent List:

a. Ratify the Human Resources Technician Eligibility List

M: J. Gee                      S: O. Prindle  
A: 3                              N:0

9. Conference/Action Items: -

a) Approve the New Classified Management Job Classification and Minimum Qualifications for the Title IX-UCP Compliance Officer.

Patty Duwel informed it is a brand-new classification for Classified Management, the district is currently contracting with TMG with Title IX group, this is something that is needed to oversee to make sure all Title IX-UCP investigations are kept on track. Rather than contract out the district is choosing to fill a permanent position within the district. Jason Gee asked how the Range was determined. Director Duwel replied that the job description will require minimum qualifications a bachelor's degree plus five years of experience and the closest is Range 64. Ben Rosenberg asked how easy/hard it will be to find a qualified person. Patty replied that the job will be opened at the first of the year, plans are to place it on HigherEd Jobs.com to try to expand the pool. Olga Prindle asked if other high desert schools have opened this position, Patty replied she is not

aware. Mr. Gutierrez informed that with the level of work required with the investigation process and the growing number of cases the position is very much needed.

M: J. Gee                      S: O. Prindle  
A: 3                              N:0

b) Reclassification Appeal Request and Desk Audit- Pupil Services Technician

It was recommended that this item be tabled until the next meeting scheduled for January 11, 2024 as the employee was unable to attend.

M: O. Prindle                S: J. Gee  
A: 3                              N:0

c) Reclassification Appeal Request and Desk Audit- Senior Office Assistant (BJHS)

Ben Rosenberg asked Susan Gutierrez if she believes her position has changed since her start date and Susan has said yes.

Patty explained the reclassification process to the Commissioners and recommended the commission approve the reclassification appeal request.

M: O. Prindle                S: J. Gee  
A: 3                              N:0

10. Closed Session:

a) Annual Performance Evaluation Discussion – Director

Time returned to open: 4:57pm

11. Adjournment. There being no further business to come before the Commission, it is recommended that the meeting be adjourned.

Time adjourned: 5:05 p.m.

Respectfully submitted by:



Patricia L. Duwel  
Secretary to the Personnel Commission  
PD: ms