

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

MINUTES

Thursday, December 9, 2021

1. Call to Order: Chairperson Larry Notario called the regular meeting of the Personnel Commission to order at 4:30 p.m.
2. Pledge of Allegiance: Commissioner Notario led the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum: Chairperson, Larry Notario, Vice Chair, Raynette Greaver and Member Beverly Stoops were present.

Observation of those present: Director, Patricia Duwel, Director, Janice Carter and HR Technician Julie Grounds and Maria Saucedo-Cerda.

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

a. Commissioner Reports:

Member, Beverly Stoops, states nothing at this time.

Raynette Greaver, states nothing at this time.

Larry Notario would like to apologize for not being present at last month's meeting.

- b. CSEA Updates: Patricia Duwel read an email from President Renee Gonzales. "Good afternoon, apologies for not attending in person due to holding a meeting at the same time. With the End of the Calendar year approaching, the last meeting will be next week with special incentive drawings and some food to share. At this meeting we will be voting for the new 2022 Negotiations Team. The next date for Negotiations team will be January 18, 22, we hope to have a successful year in negotiations as this past year and wishes everyone a wonderful and safe Winter Break.

- c. District Updates: No Updates at this time.

d. Director Report:

Director Duwel gave a breakdown of total classified employees, position(s) vacant and open, current testing and recruitments, layoff and exhaustion of benefits status.

(Attachment A)

Miss Duwel reminded everyone that the upcoming Winter Break. Director Duwel mentioned she presented the Annual Director’s report to the Board of Trustees on Tuesday, at the regular meeting on December 7, 2021. She would like to say that she made an error on the Directors Report on the November meeting, on having the wrong totals. Current report presented is correct.

6. Adoption of the Agenda:

Moved by Commissioner R. Greaver and seconded by Commissioner B. Stoops
Ayes: 3 Nays: 0

7. Election of Officers:

a. Election of Officers for new term starting December 1, 2021

Chairperson: Larry Notario	M: R. Greaver	S: B. Stoops
Vice Chairperson: Beverly Stoops	M: R. Greaver	S: L. Notario

8. Discussion/Information – None

Consent/Action/Conference Session

9. Consent List:

- a. Approve the Minutes of the October 14, 2021 - Regular Meeting
- b. Approve the Minutes of the November 18, 2021 - Regular Meeting
- c. Ratify the Director – Nutrition Services Eligibility List

Chair L. Notario would like to abstain from November 18, 21 meeting minutes.

Item 9A:	M: B. Stoops	S: R. Greaver	
	Ayes: 3	Nays: 0	
Item 9B:	M: R. Greaver	S: B. Stoops	
	Ayes: 2	Nays: 0	Abstain: 1
Item 9C:	M: B. Stoops	S. R. Greaver	
	Ayes: 3	Nays: 0	

10. Conference/Action Items:

- a. Request for Advanced Step Placement (CMCSS Range 52/Step 3) for Ms. J. Carter, Director – Nutrition Services.

R. Greaver mentioned looking at the qualifications and based on the director providing the supporting documentation and agreeing it is right.

Director P Duwel introduced Director J. Carter.

Director, J. Carter introduced herself and shared she has been in School Nutrition for 13 years and seven and half in Management. Director Carter expressed she is excited to work with Barstow, and still is pursuing her Education and would like to obtain more certifications as she moves forward. Director Carter, wanted to introduce herself.

Commissioner R Greaver mentioned keeping up with all of the Federal State and County regulations would be a task in itself. Director Carter informed that she has very good relations and rapport with local Assemblyman and Senators meeting with them every year aside from last year being virtual meeting with the Senators in Washington DC and Assemblyman in Sacramento. Looking forward working to this new district, and excited to bring them out to join us at some school sites and sit with the kids.

Chair L Notario congratulated Director J. Carter.

Item 10A: M: R. Greaver S: B. Stoops
 Ayes: 3 Nays: 0

11. Closed Session:

a. Annual Performance Evaluation – Director

Item 11A: Time entered into Closed Session: 4:40p.m.
 Time exited Closed Session: 5:12p.m.

Action Taken: The Director received her Annual Performance Evaluation.

12. Adjournment: M: B. Stoops S: R. Greaver

Chair L. Notario adjourned meeting at 5:14

Respectfully submitted by:


Patricia L. Duwel
Secretary to the Personnel Commission

PD: ms