

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

MINUTES

Thursday, November 18, 2021

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

Observation of those present: Director, Patricia Duwel, Assistant Superintendent of Personnel Services, Jorge Gutierrez, CSEA President, Renee Gonzales and HR Technician Maria Saucedo-Cerra.

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.
 - b. CSEA Updates: Renee Gonzales, CSEA President spoke to working on filling in vacancies, hopefully will slow down. She mentioned that the CSEA General membership meeting was happening tonight (Nov 18) at 5:00 pm. President Gonzales wished everyone a happy Thanksgiving. She spoke to the ongoing COVID testing for employees and that nominations for the CSEA Negotiations Team were part of their meeting agenda for tonight and December; that Past President Robert Drew will be stepping down from his position on the negotiations team.
 - c. District Updates: Assistant Superintendent of Personnel Services, Jorge Gutierrez talked of when openers for negotiations will begin as well as the status of the new law pertaining to changes to the layoff process for classified positions.
 - 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 in attendance that the U.S. Marine Corps celebrated their 246th birthday on November 10th, that Veteran’s Day (Armistice Day) was observed on November 11th and reminded everyone that the upcoming Fall Break/Thanksgiving week would be time to reflect and give thanks.

Director Duwel recognized Network/Computer Technician Jodie Rhodes III who had passed away Monday after a valiant two-month battle with Cancer. Jodie had been with BUSD for a little over 4 years and recently hit a milestone birthday turning 50 in November. Jodie will be missed by his BUSD family and the IT Department.

6. Adoption of the Agenda:

Moved by Commissioner Stoops and seconded by Commissioner Greaver
Ayes: 2 Nays: 0

7. Administration of Oath of Office to Personnel Commissioner:

Director Duwel administered the Oath of Office to Ms. Raynette Greaver, the Employee Appointee who was reappointed to continue a new (3) year term.

8. Discussion/Information – None

Consent/Action/Conference Session

9. Consent List:

- a. Ratify the Director – Nutrition Services Eligibility List
- b. Ratify the Library/Media Technician Eligibility List
- c. Ratify the Maintenance Worker II Eligibility List
- d. Ratify the Registrar Eligibility List
- e. Ratify the Senior Office Assistant Eligibility List
- f. Ratify the Substitute Caller/Receptionist List

Moved by Commissioner Stoops and seconded by Commissioner Greaver.
Ayes: 2 Nay: 0

10. Conference/Action Items:

- a. Commissioner Greaver Motioned to table Item 10A – Election of Officers until the next meeting (December 9) when all the Commissioners are present.

Moved by Commissioner Greaver seconded by Commissioner Stoops
Ayes: 2 Nay:0

b. Approve the Second Reading of the 2020/2021 Personnel Commission Annual Report. Director Duwel addressed the number statistics on the 2020/2021 Personnel Commission Annual Report were less than last year, noting that the majority of the school year was virtual due to the pandemic. As a side note, Director Duwel did mention that just in the first four months of the 2021/2022 school, the statistic numbers are already showing a big jump over last year.

Commissioner Stoops asked for a copy of the Annual Report once the draft is complete, and Director Duwel clarified that at the next meeting (December) all the Commissioners would receive multiple copies of the Annual Report. Prior to voting, Commissioner Greaver read the specific of Ed Code 45266 requiring the Annual report be presented to the Board of Trustees at their first regularly scheduled December meeting and asked for the Annual Report to be approved.

Moved by Commissioner Stoops seconded by Commissioner Greaver
Ayes: 2 Nay: 0

11. Closed Session: The Commission went into closed session at 4:42 P.M. to discuss the Directors Annual Performance Evaluation.
The Commission returned out of closed session at 4:45 P.M. and announced that no reportable action was taken.

12. Adjournment: There being no further business to come before the Commission, it is recommended that the meeting be adjourned at 4:46 p.m.

Moved by Commissioner Stoops and seconded by Commissioner Greaver
Ayes: 2 Nays: 0

Respectfully submitted by:



Patricia L. Duwel
Secretary to the Personnel Commission

PD: ms/jg