

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

MINUTES

Thursday, October 14, 2021

1. Call to Order: Chairperson Larry Notario called the regular meeting of the Personnel Commission to order at 4:00 p.m.
2. Pledge of Allegiance: Commissioner Notario led the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum: All three Commissioners were present, and a quorum was established.

Observation of those present: Director Duwel, Assistant Superintendent, Personnel Services, Jorge Gutierrez and CSEA President, Renee Gonzales and HR Technician Julie Grounds.

4. Public Comment: None
5. Reports/Updates/Announcements:
 - a. Commissioner Reports:

Vice Chair Raynette Greaver, stated nothing at this time.
Commission Beverly Stoops, stated nothing at this time, mentioned the annual report looks great.
Chairperson Larry Notario, stated nothing at this time.
 - b. CSEA Updates: Renee Gonzales, CSEA President informed they just finished up negotiations on a few items, MOU's will be going to 610 process, should they be ratified they can move to another.
 - c. District Updates: Assistant Superintendent, Personnel Services, Jorge Gutierrez stated three MOU's that were agreed upon, they will be going through the 610 process, then going to the Board.

J. Gutierrez informed that hopefully Sunshine Items can be reviewed in November.
 - 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)

Director Duwel mentioned that yesterday, October 13th was the 246th Birthday of US Navy.

Director Duwel informed the Commission that the District was currently in the process of verifying everyone's vaccination status, so the District can get weekly testing set up for those that are not vaccinated.

Director Duwel announced that at the October 12th board meeting, the Board approved the re-appointment of Raynette Greaver as Employee Appointee. Director Duwel will re-swear R. Greaver into her position as Employee appointee.

Commissioner Notario asked about the status on the Noon Duty Aides.

Director Duwel stated that there is an open recruitment for Noon Duty Supervisors as well as paper applications coming in from School sites. Currently up to 33 are in the system, but the district is still short on limited term subs and noon duty supervisors on some sites.

Commissioner Stoops chimed in that there is a need of substitutes in other Districts.

Director Duwel mentioned that J Gutierrez can also speak on the need of substitutes.

J. Gutierrez mentioned that there is an open continuous application on EdJoin and they are onboarding as fast as they can.

J Gutierrez informed that there was an increase in pay of \$30.00 across every certificated salary range, so it has helped a little but there is still a shortage.

Commissioner Notario asked about the Math Teachers filled in from the PI.

J. Gutierrez informed that there are still waiting on the Embassy Appointment for the JL Visa, but they are in the final stages.

6. Adoption of the Agenda:

Moved by B. Stoops and seconded by R. Greaver

Ayes: 3 Nays: 0

7. Discussion/Information:

a. First Reading of the 2020/2021 Personnel Commission Annual Report (Draft)

Director Duwel informed this is just the informational only first reading as there are still quite a few numbers to be added in. Next month the action items to vote on will be available.

b. Personnel Commission Sponsored Attendees at CSPCA Annual Conference

Director Duwel indicated that the 2021/2022 CSPCA Conference is set for March 6-8, Sunday through Tuesday, which is not the normal Thursday through Sunday schedule. This will be the 50th Anniversary of the CSPCA and it is scheduled to be held in Monterey. So far Commissioner Stoops, Director Duwel, Assistant Superintendent of Personnel Services Jorge Gutierrez will be attending, and it is hoped that HR Technician Maria Saucedo Cerda will also attend.

CONSENT/ACTION/CONFERENCE SESSION

8. Consent List:

- a. Approve Minutes of August 12, 2021 - Regular Meeting
- b. Approve Minutes of September 9, 2021 - Regular Meeting
- c. Ratify Eligibility List - Campus Safety Assistant
- d. Ratify Eligibility List - Health Assistant
- e. Ratify Merged Eligibility List – Nutrition Services Worker I
- f. Ratify Merged Eligibility List - ParaEducator

Director Duwel recommended that the motion be amended so that Commissioner Stoops could abstain from Item A as she was not at the August meeting. And for Commissioner Greaver to abstain from Item B as she was not present at the September meeting.

Moved by R. Greaver and seconded by B. Stoops.

Item 8A was Ayes: 2 Nays: 0 Abstain: 1 (Stoops)
Item 8B was Ayes: 2 Nays: 0 Abstain: 1 (Greaver)
Items 8c-8f was Ayes: 3 Nay: 0

9. Conference/Action Items:

- a. Personnel Commission Meeting Schedule – Adjustment to the March 2022 Meeting Date
Director Duwel requesting to move the date from March 10 to March 17 due to the week of the CSPCA Conference.

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

10. Closed Session: None at this time.

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

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

Respectfully submitted by:



Patricia L. Duwel
Secretary to the Personnel Commission

PD: ms/jg