

Regular Meeting of the Personnel Commission
Barstow Unified School District
District Office Board Room
551 Avenue H, Barstow, CA 92311

MINUTES
Thursday, May 13, 2021

1. Call to Order Chair Larry Notario called to order the regular meeting of the Personnel Commission at 4:35 p.m.
2. Pledge of Allegiance Chair Larry Notario led the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum Chair Larry Notario, Vice Chair Raynette Greaver and Member Beverly Stoops present.

Observation of those present: Director Patricia Duwel and Assistant Superintendent, Personnel Services Derrick Delton

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

- a. Commissioner Reports

Vice Chair Raynette Greaver states nothing at this time

Member Beverly Stoops states nothing at this time

Chair Larry Notario states nothing at this time

- b. CSEA Updates

CSEA President Rene Gonzales, Barstow Chapter #306, updates by email, read by Director P. Duwel. (*Attachment A*)

- c. District Updates

Assistant Superintendent, Personnel Services Derrick Delton states that it is great seeing students back on campus. We are wrapping up the last few Articles from 2021 contract and getting ready to do openers for next school year, where Articles 29, 30, and 31 as they relate to the Personnel Commission and the new Merit Rules and trying to coordinate what that looks like also, our Board approved Tuesday night, stipends for members of CSEA as it relates to hours/work and for instance an 8 hour employee will receive a stipend of \$1,000 and we did a gradual scale all the way down to

a 2-1/2 hour employee that will get some compensation, we did this as a show of good faith for everyone that was come back the to the in-person instruction and so we are happy that we were able to get that approved. Also, today we were hosting interviews for vacant elementary school positions, I'm happy to report that for the hires we had today were either members or former members of CSEA that attained their teaching certificate, their going through credentialing programs and they all interviewed very well, and we were able to offer them contracts today.

Chairman L. Notario asked is the district doing State testing?

Mr. Delton answered we are in the middle of testing, have been in it for a couple of weeks, now. All students are testing even if the students that are distance learning.

d. Director Report

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

Director P. Duwel continued her report stating this coming Saturday is the testing for the Public Information Officer.

Director P. Duwel added Thursday, May 27 will be in-person graduation for Barstow High.

Director P. Duwel included information of MOU on the CSEA stipends (*attachment C*), management stipends (*attachment D*), BEA stipends (*attachment E*), and Supplemental Early Retirement Plan (*attachment F*).

Director P. Duwel revealed that Mr. Delton's last day with Barstow Unified School District is June 30, 2021, and starting July 1, 2021, he will be the new Assistant Superintendent, Human Resources for Oro Grande School District.

6. Adoption of the Agenda Moved by B. Stoops, seconded by R. Greaver and unanimously carried to adopt the agenda.

Ayes: 3 Nays: 0

7. Discussion/Information None.

8. Consent List.

a. Approve Minutes of March 11, 2021 – Regular Meeting

b. Ratify the Human Resources Technician Eligibility List

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

Ayes: 3 Nays: 0

9. Conference/Action Items

- a. Commissioner Stipend Waiver for 2021-2022 Fiscal Year.
Moved by R. Greaver and seconded by B. Stoops.

"I, Commissioner Notario, hereby **do** voluntarily agree to forego my monthly stipend for attendance at regularly scheduled meetings of the Personnel Commission from July 2021 thru June 2022."

"I, Commissioner Greaver, hereby **do** voluntarily agree to forego my monthly stipend for attendance at regularly scheduled meetings of the Personnel Commission from July 2021 thru June 2022."

"I, Commissioner Stoops, hereby **do** voluntarily agree to forego my monthly stipend for attendance at regularly scheduled meetings of the Personnel Commission from July 2021 through June 2022."

10. Public Hearing

- a. Public Hearing on Personnel Commission Budget
Time Opened: 4:50 p.m. Moved by B. Stoops and seconded by R. Greaver

CBO Deanna Dibble's statement read by Director P. Duwel. (*Attachment G*)

Time Closed: 4:54 p.m. Moved by B. Stoops and seconded by R. Greaver
Ayes: 3 Nays: 0

- a.1. Approval of the Personnel Commission Budget for 2021 – 2022
Moved by R. Greaver and seconded by B. Stoops. Ayes: 3 Nays: 0

11. Closed Session None at this time.

12. Adjournment

There being no further business to come before the Commission, it is recommended that the meeting be adjourned at 4:55 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:dp

From: Renee Gonzales
Sent: Thursday, May 13, 2021 1:44 PM
To: Patricia Duwel
Subject: RE: CSEA report for PC

ATTACHMENT A

Good Afternoon Commissioners,

This year is coming to a close quickly. It has been nice to see student's faces back on campus. Hopefully school will be back to full time next school year.

Our Negotiations Team has another meeting next week to close out our 20-21 contract articles. Then we will be able to move forward with our "Openers" for 21-22. We have a few MOUs that have returned from the field office that we will be voting on with our membership next week.

With the Memorial Day Holiday coming up we will present our wealth at the Ceremony that is usually held each year, if it is happening. I hope you all have a restful holiday and enjoy some time with friends and family.

Best Regards,
Renee A Gonzales
CSEA President
Barstow Chapter 306

Renee
One day or Day one...you decide ☺

Personnel Commission Meeting

Date: May 13, 2021

Director's Report

1. Classified Personnel Statistics:

- a. There are 5 interviews in process, 14 recruitments are in the testing stage and 3 recruitments are open.

- b. Currently we have 362 classified employees;
 149 (8hr) full-time and
 92 (benefited) part-time (4-7.75 hr);
 121 (non-benefited) part-time (less than 4 hr).
Of the 362 classified employees;
 101 are 12 months,
 261 are less than 12 months.

- c. There are currently 0 individuals in layoff status; another 0 in reduced status; we have 5 individuals in exhaustion of benefits status.

**California School Employee Association and its Chapter #306
and
Barstow Unified School District
MEMORANDUM OF UNDERSTANDING**

April 22, 2021

This memorandum is entered into between Barstow Unified School District (District) and the California School Employees Association and its Chapter 306 (CSEA). The District and CSEA agree to the following:

To address the additional duties associated with conducting in-person learning required under a hybrid learning model, unit members who are working in-person will receive the following stipend amounts:

8 hour employee	\$1000.00
7 hour employee	\$875.00
6.5 hour employee	\$812.50
6 hour employee	\$750.00
5.5 hour employee	\$687.50
5 hour employee	\$625.00
3.75 hour employee	\$468.75
3.5 hour employee	\$437.50
3.25 hour employee	\$406.25
3 hour employee	\$375.00
2.5 hour employee	\$312.50

The stipend shall be paid to Unit Members on June 30, 2021.

The MOU is being entered solely under context and circumstances of the COVID-19 pandemic and is non-precedent setting. This MOU is a tentative agreement and shall not be finalized until the completions of CSEA's policy 610 review process.

BUSD

Derrick Delton
Derrick Delton (Apr 26, 2021 15:28 PDT)

Derrick Delton

Deanna Dibble
Deanna Dibble (Apr 27, 2021 09:34 PDT)

Deanna Dibble

Brent Leslie
Brent Leslie (Apr 27, 2021 09:50 PDT)

Brent Leslie

Daron Banks

Daron Banks

Vinney Williams

Vinney Williams

CSEA

Renee A Gonzales
Renee A Gonzales (Apr 27, 2021 10:28 PDT)

Renee Gonzales

Bob Drew
Bob Drew (Apr 27, 2021 11:01 PDT)

Bob Drew

Cary Thomas
Cary Thomas (Apr 27, 2021 11:02 PDT)

Cary Thomas

Leticia Ortiz
Leticia Ortiz (Apr 27, 2021 11:18 PDT)

Leticia Ortiz

Briana Simonaitis
Briana Simonaitis (Apr 27, 2021 11:19 PDT)

Briana Simonaitis

Shadee Johnson 4/26/21
Shadee Johnson (LRR) Date CSEA MOU 20/21-008



Regular Board Meeting
05/11/2021 04:00 PM
 Barstow Unified School District
 551 South Avenue H, Barstow, California 92311
 Board Room, Education Center

Printed : 5/13/2021 1:55 PM PT

ITEM : L.VI.a.1. L-VI-A-1- Extra Duty Employment Stipend for Certificated and Classified Management, and Confidential Personnel due to COVID-19

Recommendation

Recommending the Board of Trustees approve the Extra Duty Employment Stipend for Certificated and Classified Management, and Confidential Personnel due to COVID-19 for the 2020-2021 school year.

Staffing Considerations

<u>Name</u>	<u>Certificated Management</u>	<u>Amount</u>
BANKS, Daron	Asst. Principal, BHS	\$2,000
BARKER, Edmund	Principal, Montara Elem.	\$2,000
BJORNBERG, Heather	Principal, Fine Arts Academy	\$2,000
BURNELL, Angela	Psychologist, Pupil Svcs.	\$2,000
COUCH, Amy	Psychologist, Pupil Svcs.	\$2,000
DAVIS, James	Principal, CHS	\$2,000
DELTON, Derrick	Assistant Superintendent, Personnel	\$2,000
FISHER, Jamie	Interim Director, Instructional Spt. Svcs.	\$1,000
GODFREY, Diane	Asst. Principal, Elementary	\$2,000
GODFREY, M. Scott	Assistant Superintendent, Educational Svcs.	\$2,000
GUTIERREZ, Jorge	Principal, BJHS	\$2,000
HOGAN, Eric	Psychologists	\$2,000
JIMENEZ, Frank	Asst. Principal, BHS	\$2,000
LESLIE, Brent	Principal, Cameron Elem.	\$2,000
MAULDIN, Cari	Principal, Crestline Elem.	\$2,000
MCDONALD, Amy	Principal, Skyline North Elem.	\$2,000
MORA, Cindee	Asst. Principal, Elementary	\$2,000
NORMAN, Carolyn	Director, CWA	\$2,000
NORMAN, Malcolm	Asst. Principal, BHS	\$2,000
NYIVIH, Dewhanne	Director of Supportive School Climate	\$2,000
OHASHI, Jamie	Psychologist	\$2,000
PEARCE, Vanessa	Psychologist	\$2,000
RAMIREZ-SHOWS, Christine	Principal, Henderson Elem.	\$2,000
REID, Heather	Director, Pupil Svcs.	\$2,000
WIERZBINSKI, Stephen	Interim Principal, Lenwood	\$2,000
WILEY, Brian	Asst. Principal, Elementary	\$2,000
WILLIAMS JR., Vincent	Principal, STEM Academy	\$2,000
WILLIAMS SR., Vincent	Principal, BHS	\$2,000
ZAVALA, Eusebio	Asst. Principal, BJHS	\$2,000

<u>Name</u>	<u>Classified Management Confidential</u>	<u>Amount</u>
AULAKH, Neale	Director, Information Technology	\$2,000
BOGDANOVICH, Carrie	Director, Nutrition Svcs.	\$2,000
CARTER, Julie	Director, Fiscal Svcs.	\$2,000
CASTELLI, Thelma	Director, Purchasing	\$2,000
CRAIN, Christina	Senior Executive Asst., Superintendent's Ofc.	\$2,000
DIBBLE, Deanna	Chief Business Officer	\$2,000
DUWEL, Patricia	Director, Classified Personnel	\$2,000
GIVENS, Elizabeth	Executive Assistant, Business Svcs.	\$2,000
HOCHSTEDLER, James	Director, Facilities, Maint. and Ops	\$2,000
KRUSE, Melissa	Executive Asst., Educational Svcs.	\$2,000
LONG, Deidre	Director, Risk Mgmt	\$2,000
MALAN, Lalaine	Executive Asst., Personnel Svcs.	\$2,000

Background Information

a. All extra duty assignment stipends must be approved by the Board of Trustees.

b. On March 19, 2020, an Executive Order was issued that directed all Californians to stay home except to go to an essential job due to the COVID-19 pandemic. School districts throughout the State closed to students, but essential employees continued to report to work.

Current Considerations/Alternatives

All certificated and classified management, and confidential employees continued to report to work to ensure the essential operations of the district continued, such as payroll, personnel actions, maintenance of facilities, the purchasing of PPEs required to maintain the health and safety of employees, to name a few. Management personnel issued homework packets, and chromebooks and accessories to their students to support the Distance Learning Model that was implemented due to COVID-19. They also assisted with the distribution of breakfast and lunch meals to our students.

Financial Implications

The stipends may be paid from multiple funding sources: ESSER-Elementary and Secondary School Emergency Relief Fund, GEER-Governor's Emergency Education Relief, and/or AB86 COVID-19 Relief and School Reopening, Reporting and Public Health.

Superintendent's Comments

The Superintendent recommends approval.

ATTACHMENT E

BEA MOU #20/21-006

Board Date: _____

Memorandum of Understanding

Barstow Unified School District (known hereafter as the District) and the Barstow Education Association (known hereafter as the Association) have made the following memorandum of understanding on 03/24/21.

Whereas the District and the Association agree:

For the 2020-2021 school year:

To address the additional assignment of duties associated with conducting distance learning and in-person learning required under a hybrid learning model, unit members who are providing hybrid learning (in-person and distance learning) will earn a one-time stipend of \$1000 scheduled to be paid July 1, 2021.

To address the additional assignment of duties associated with full-time distance learning, unit members who are providing full-time distance learning will earn a one-time stipend of \$500 scheduled to be paid July 1, 2021

To address the additional assignment of duties associated with completing IEP addendums related to students moving from distance learning to hybrid learning, the Special education caseload managers will receive an additional one-time stipend of \$500 scheduled to be paid July 1, 2021. This stipend will cover all IEP addendums related to the switch to hybrid learning, the switch to full in-person learning, or COVID-related learning loss.

It shall be understood that this agreement is for the 2020-2021 school year and shall not set precedent for future years.

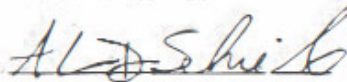
FOR THE DISTRICT;
Derrick Delton, Asst. Supt., Personnel



3-25-2021

Date

FOR THE ASSOCIATION:
Alicia Schiele, BEA President



3-25-2021

Date



Regular Board Meeting
05/11/2021 04:00 PM
Barstow Unified School District
551 South Avenue H, Barstow, California 92311
Board Room, Education Center

ATTACHMENT F

Printed : 5/13/2021 1:39 PM PT

ITEM : L.IV.a. L-IV-1 Resolution #31, 2020-2021 - Supplemental Early Retirement Plan

Recommendation

It is recommended that the Governing Board of the Barstow Unified School District approve all employees listed on Resolution #31, 2020-2021- Supplemental Early Retirement Plan, for the District's early retirement incentive for Certificated, Classified, Certificated and Classified Management employees for the 2020-2021 school year.

Background Information

Resolution #31, 2020-2021 Supplemental Early Retirement Plan was Board approved on April 27, 2021.

Current Considerations/Alternatives

All elections and resignations associated with the Supplemental Early Retirement Plan will be confirmed and final.

CLASSIFIED PERSONNEL

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Retirement Eff. Date</u>
CRIST, Dora	Administrative Assistant- Elementary	Lenwood	06-14-2021
JARREL, Kathleen	Child Welfare & Attendance Technician	Pupil Services	06-30-2021
O'NEAL, Maria	Health Assistant	BJHS	06-15-2021
PRINDLE, Olga	Instructional Media Center Technician	DMC	06-30-2021
SAIZ, Gilbert	Locksmith	FM&O	06-30-2021
TAKEKAWA, MaryAnn	Paraeducator	BJHS	06-01-2021
TAYLOR, Vicky	Paraeducator	Lenwood	05-31-2021
YARBER, Danny	Custodian	BJHS	06-30-2021
YSLAS, Anthony	Lead Custodian	BHS	06-30-2021

CERTIFICATED PERSONNEL

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Retirement Eff. Date</u>
ANDREWS, Debra	Independent Study Teacher	CHS	06-30-2021
GALLO, AnaMaria	Teacher, Elementary	Cameron	05-31-2021
GREEN, Julie	Teacher, Elementary	Montara	06-01-2021
JENSEN, Darcey	Teacher, Elementary	Henderson	05-28-2021
PEARSON, David	Teacher, Secondary, History	BHS	05-28-2021
STARK, Mary	RSP Teacher, Elementary	Lenwood	06-25-2021
TEAL, Veronica	Teacher, Elementary	Crestline	06-30-2021

Supporting Documents

Resolution #31 2020-2021 Retirement (SERP) Employee Listing

Financial Implications

The payout will be 40% of the employee's 2020-2021 base salary. Total payout for all employees listed, \$443,847.53.

Superintendent's Comments

Superintendent recommends approval.

ATTACHMENT G

Good Afternoon Personnel Commission,

Allow me to apologize for my absence. I would normally attend this meeting in person. Personal business prevented me from being here today.

I am happy to present to you the Personnel Commission (PC) budget for the 2021-2022 school year. The PC is on track with its 2020-2021 budget. Estimated actuals are trending slightly lower than the adopted budget. The greatest factor for this will be the result of the COVID-19 closure that impacted Barstow Unified School District (BUSD) beginning March 13, 2020. Throughout the closure all classified staff maintained their positions and pay. However, additional work hours traditionally required were now not needed in most positions. This included classified positions in the PC, which allowed for some cost savings in the budget. Other savings may be realized due to the lack of or limited in-person meetings and professional development. BUSD does not expect to see similar cost savings moving into the 2021-2022 school year, as we plan for a return to full in-person learning.

The PC budget for 2021-2022 projects expenditures to come in at \$350,324.00. This is an increase of \$8,028.00. The PC budget for 2021-2022 is reasonable in its projections. It is presented to you this afternoon for your approval.

Respectfully,

Deanna Dibble, CBO

Barstow Unified School District