

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

MINUTES

Thursday, November 12, 2020

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

Observation of those present: Director Patricia Duwel.

4. Public Comment: None
5. Reports/Updates/Announcements:
 - a. Commissioner Reports: Vice Chair R. Greaver nothing at this time. Member B. Stoops states she received her certificate from the Merit Academy, as well as Chair L. Notario received his certificate.
 - b. CSEA Updates: None
 - c. District Updates: None
 - d. Director Report: P. Duwel states that there were a couple of District Office employees on COVID-19 leave and have shown negative on their test results.

P. Duwel gave a breakdown of total classified employees, position(s) vacant and open, current testing and recruitments, layoff and exhaustion of benefits status. There are six (6) interviews in process, six (6) recruitments are in the testing stage and 0 recruitments are open.

Currently we have 379 classified employees; 147 (8hr.) full-time and 94 (benefited) part-time (4-7.75hr); 138 (non-benefited) part-time (less than 4 hr.) Of the 379 classified employees; 102 are 12 months, 277 are less than 12 months. There are currently 0 individuals in layoff status; another 0 in reduced status; we have 5 individuals in exhaustion of benefits status.

P. Duwel states The Barstow Unified School District received approval for their acute needs' small cohorts' for students and also the elementary waiver.

6. Adoption of the Agenda: Moved by B. Stoops and 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 October 8, 2020 – Regular Meeting
- b. Certify the Secretary Eligibility List

Moved by B. Stoops and seconded by R. Greaver

Ayes: 3 Nays: 0

9. Conference/Action Items:

- a. Approve Personnel Commission Rule, Chapter 200 – Second reading. Moved by R. Greaver and seconded by B. Stoops to approve Director's recommendation and adopt Personnel Commission Rule, Chapter 200.

Ayes: 3 Nays: 0

- b. Approve Personnel Commission Rule, Chapter 210 – Second reading. Moved by R. Greaver and seconded by B. Stoops to approve Director's recommendation and adopt Personnel Commission Rule, Chapter 210.

Ayes: 3 Nays: 0

- c. Approve Second Reading of the 2019-2020 Personnel Commission Annual Report (Draft). Moved by R. Greaver and seconded by B. Stoops to approve Director's recommendation to present to the Barstow Unified School District Board of Trustees at their December 2020 meeting.

Ayes: 3 Nays: 0

10. Closed Session: Called at 4:37 p.m.

- a. Performance Evaluation – Director, Classified Personnel – Eleven (11) month probationary
- b. Personnel – Joint Commissioner Reappointment/Recruitment

Closed Session adjourned at 4:44 p.m.

Open Session reconvened at 4:45 p.m.

Closed session report: L. Notario reports there will be a public hearing scheduled at the regular PC meeting in December for the continuous selection of Ms. Beverly Stoops as joint appointee for another three (3) year term.

11. 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 B. Stoops and seconded by R. Greaver

Ayes: 3 Nays: 0

Respectfully submitted by:



Patricia L. Duwel

Secretary to the Personnel Commission

PD:dp/jg