

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

MINUTES  
Thursday, July 9, 2020

1. Call to Order: Chair Larry Notario called to order the regular meeting of the Personnel Commission at 2:05 p.m.
2. Pledge of Allegiance: Chair Notario lead the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum: Chair Larry Notario, Vice Chair Raynette Greaver via phone conference and Member Beverly Stoops were present.

Observation of those present: Director Patricia Duwel and Asst. Supt., Personnel Services Derrick Delton were present.

4. Public Comment: No comment.
5. Reports/Updates/Announcements:
  - a. Commissioner Reports: Vice Chair Greaver nothing at this time. Member Stoops reports that the last Merit Academy was very good; Chair Notario agrees. Notario reports that there was a special board meeting Tuesday night (7/7/2020) for school openings and other items. A video is available to watch online <https://barstow.rev.vbrick.com/#/videos/8d274161-008c-4994-8b29-0ac20514de9f>.
  - b. CSEA Updates: Director P. Duwel read an email from Bob Drew CSEA President:

*Good Afternoon Commissioners,*

*I would have loved to attend, but we are attending an orientation for the first CSEA Virtual Conference. We are anxiously awaiting the opportunity to negotiate with the district on the effects of reopening school. Obviously, financially speaking, it will be much better when we can have 100% students in class. The reality as we now know it, is that we have to make it work another way. Hopefully we can reach an agreement that will satisfy the needs of the students, while maintaining the safety of the classified staff. We have been working closely with BEA and the district to implement a plan. Hopefully we can pull it together. Thank you for all you do. Stay safe and stay strong.*

*Bob Drew*

*President CSEA Barstow Chapter #306*

- c. District Updates: Asst. Supt., Personnel Services Derrick Delton reports negotiations for effects of the working condition for upcoming school year probably the week of July 28<sup>th</sup> and will be meeting with both BEA and CSEA to make plans to make sure when we

come back in whatever form it's the safest and most supported way possible for our students and staff.

- d. Director Report: Director P. Duwel reports the breakdown of total classified employees, position(s) vacant and open, current testing and recruitments, layoff, and exhaustion of benefits status. There is one (1) interview in process, one (1) recruitment is in the testing stage and one (1) recruitment is open.

Currently we have 387 classified employees; 148 (8hr) full-time and 93 (benefited part-time (4-7.75hrs.); 146 (non-benefited) part-time (less than 4hrs). Of the 387 classified employees; 101 are 12 months, 286 are less than 12 months.

There are currently 0 individuals in layoff status; another 0 in reduced status; we have three (3) individuals in exhaustion of benefits status.

P. Duwel states she will be out of the office till Friday (7/17/2020) next week.

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

Ayes: 3 Nays: 0

7. Discussion/Information: None

8. Consent List: Approve Minutes of June 11, 2020 – Regular meeting.

Moved by Greaver and seconded by Stoops to approve.

Ayes: 3 Nays: 0

9. Conference/Action Items

- a. Approve Agenda Item Submission Deadline and Preliminary Packet to Commissioners

Moved by Greaver and seconded by Stoops to approve.

No vote required.

Discussion – P. Duwel states no action is necessary, we have a form and it's already in the rules, that submission to request for items to be place on the agenda, seven (7) calendar days prior to the meeting. There is always an exception to every rule e.g., emergencies, eligibility list at the last minute, 72-hr Brown Act issues. There's no reason why she cannot send Commissioners the preliminary agenda packet on Friday in advance to review.

- b. Approve Personnel Commission Rule, Chapter 80 – Second Reading.

Moved by Greaver and seconded by Stoops to approve.

Ayes: 3 Nays: 0

- c. Approve Personnel Commission Rule, Chapter 90 – Second Reading.

Moved by Stoops and seconded by Greaver to approve.

Ayes: 3 Nays: 0

Discussion – 90.3.3: The rules pertain to all classified employees and pertain to any future situations as well as current situations. Some contracts in some districts do not address a cross over period for internal/permanent employees.

- d. Approve Personnel Commission Rule, Chapter 100 – Second Reading.

Moved by Stoops and seconded by Greaver to approve.

Ayes: 3      Nays: 0

- e. Approve Personnel Commission Rule, Chapter 110 – First Reading.

Moved by Greaver and seconded by Stoops to approve.

Ayes: 3      Nays: 0

Discussion – Page 110-2, 110.1.5.1 “There shall be no effect adverse effect upon seniority.” - Notario states that the item line does not read right and should be dropped out. P. Duwel agrees.

- f. Approve Personnel Commission Rule, Chapter 120 – First Reading.

Moved by Stoops and seconded by Greaver to approve.

Ayes: 3      Nays: 0

Discussion – Page 120-2, 120.1.6: Notario clarifies his understanding on this item line.

- g. Approve Personnel Commission Rule, Chapter 130 – First Reading.

Moved by Stoops and seconded by Greaver to approve.

Ayes: 3      Nays: 0

Discussion – Page 130-3, 130.1.6, 7th line down: Notario suggest an “a” be added in front of the word “product.” P. Duwel will make correction.

- h. Approve revised Staffing MOU between Barstow Unified School District and the Personnel Commission.

Moved by Greaver and seconded by Stoops to approve.

Ayes: 3      Nays: 0

10. Closed Session. None at this time

11. Adjournment. There being no further business to come before the Commission, motion by Greaver, seconded by Stoops to adjourn at 2:22 p.m.

Respectfully submitted by:



Patricia L. Duwel  
Secretary to the Personnel Commission

PD:dp/jg