

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
10293 Bloomfield St.
Los Alamitos, California 90720

PERSONNEL COMMISSION
MINUTES OF THE REGULAR MEETING

ADOPTED
August 14, 2024

1. The meeting was called to order by Commissioner Wilson at 4:01 PM.
2. Cathie Severin led the Pledge of Allegiance.
3. Commissioners Present
Virginia Wilson
David Boyer
Staff Present
Ryan Weiss-Wright
Kaylie Knowland
4. Community/Staff Participation in Open Session and Non-Agenda Items:
Cathie Severin shared that the District needs more Instructional Assistants for Special Education. She mentioned that other staff had given feedback that they wished the position offered health benefits and that there are nearby districts that do, which is drawing potential candidates. Commissioner Wilson mentioned that health benefits are costly and that perhaps we can help incentivize employees in other ways.
5. Commissioner Comments: Commissioner Boyer shared that he attended the New Employee Luncheon, which he always enjoys. He mentioned that he was surprised by what seemed like a low number of new hires. Dr. Weiss-Wright confirmed that there were less new hires this year than previous years. Commissioner Boyer also inquired about electric bikes and what the District is doing to ensure student safety. Dr. Weiss-Wright explained that students must take a safety course and their electric bikes must have a parking permit that is issued after completion of the course.

Commissioner Wilson also attended the New Employee Luncheon. She inquired about Board Member elections, which Dr. Weiss-Wright explained.
6. Approval of the Minutes of the July 10, 2024, Regular Meeting:
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
7. Personnel Director's Report and Review of Open Job Postings: Dr. Weiss-Wright shared that there have been several recent new hires in the following classifications: Clerical Assistant II at Rossmoor and LAE, Extended Day Care Center Assistant, and various Instructional Assistants: Accompanist, Visual Arts, Instrumental Music, Drama/Theatre, Dance/Choreography, and Vocal Music/Show Choir. Nathalie Ward was promoted to Nutrition Operations Manager.

The Classified Personnel Department is currently working on the following recruitments: IA Vocal Music Show Choir, Pool Maintenance Worker, LVN/Health Clerk, Instructional Assistant – English Learner and Instructional Assistant – Early Childhood Education.

Dr. Weiss-Wright shared that the District held its annual Welcome Back Breakfast at the High School, which is always fun to kick off the new school year.

The next PC meeting will be on September 4th in the Board Conference Room.

8. Discussion of the Classified Employee's Organization Appointee's December 1, 2024 to December 1, 2027 term: CSEA will meet to select their appointee and will announce prior to the next PC meeting.
9. Discussion of the 2025 Personnel Commission Meeting Schedule: It was discussed that we will remove the July PC meeting with the understanding that we will add a Special Meeting if there is a need.
10. Discussion of California Bill AB 2088: Commissioner Boyer asked if the Board took the Personnel Commission's recommendation. Dr. Weiss-Wright confirmed that yes, the Board sent out the PC's opposition.

CONSENT

- 11.a. Ratification of the Campus Supervisor Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
- 11.b. Ratification of the Instructional Assistant- Accompanist Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
- 11.c. Ratification of the Instructional Assistant- Drama & Theatre Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
- 11.d. Ratification of the Instructional Assistant- General Music Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
- 11.e. Ratification of the Instructional Assistant- Instrumental Music Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
- 11.f. Ratification of the Instructional Assistant- Vocal Music/Show Choir Eligibility List.

MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
Discussion: Commissioner Boyer asked if this position was reposted. Dr. Weiss-Wright confirmed that it was.
- 11.g. Ratification of the Nutrition Operations Manager Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
Discussion: Commissioner Boyer asked who was selected for this position. Dr. Weiss-Wright clarified that Nathalie Ward was promoted and selected. The Food Services organizational chart was also discussed.

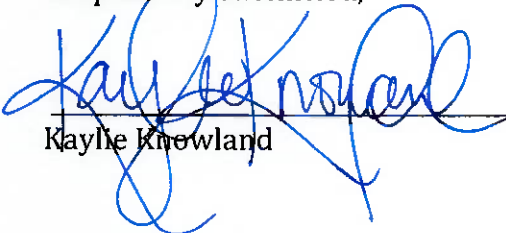
11.h. Ratification of the Student Supervision Assistant Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.

11.i. Ratification of the Transportation Operations Supervisor Eligibility List.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.

ACTION

12. Approval of the revised job description for Food Service Technician.
Discussion: Commissioner Boyer asked if the salary was reviewed for this position. Dr. Weiss-Wright confirmed and stated that no changes were made to the salary.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
13. Approval of the revised job description for Maintenance Operations Supervisor.
MSC Boyer – Yes / Wilson – Yes. Vote 2-0.
14. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
15. Open Session: Report of Closed Session Action, if any: No Action Taken.
16. Adjournment: Commissioner Wilson adjourned the meeting at 4:50 p.m.

Respectfully submitted,



Kaylie Knowland

08/14/2024