

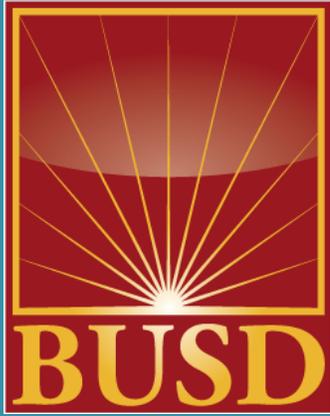
Barstow Unified School District

A Merit System District
An Equal Opportunity Employer

The
Personnel Commission
ANNUAL REPORT



July – June
2023-2024



**THE
PERSONNEL
COMMISSION
2022 - 2023**

Employee Association Appointee -

Olga Prindle

August 2022—December 2024



Olga Prindle moved to Barstow in January of 1985 when the US Marine Corps transferred her from Okinawa, Japan. Barstow, CA became her home after she left the Marine Corps and where she raised her children and they attended Barstow Unified Schools K thru 12. Olga was fortunate to be employed by Barstow Unified School District in July of 1989 and would continue to work for BUSD for the next 32 years. In the mid 1990s, Olga spent 4 years working for the Personnel Commission. During her 32 years at Barstow Unified she was active in CSEA Chapter 306 holding various positions over the years like CPRO, Secretary and Negotiator. In 2019 she was recognized as the Regional Member of the Year Area F Region 90. For the last 24 years at Barstow Unified School District she enjoyed working with the Library personnel at all of the schools across the district which allowed her to visit all the different schools and establish good rapport with personnel at each site. Over the years Olga has spent time volunteering at the VA home and now enjoys volunteering at the Senior Center. When she isn't volunteering she enjoys spending more time with her grandchildren since retiring.

Board of Trustees Appointee -

Jason Gee

December 2022—December 2025



Jason Gee proudly continues the Gee family tradition of service to Barstow Unified School District and its community. His grandfather, Joseph Gee, served on the Board of Trustees, and his mother, Mary Gee, was a BUSD educator for 27 years. Born and raised in Barstow, Jason attended Skyline North Elementary School, Barstow Junior High School, and Barstow High School, graduating as Valedictorian of the Class of 1991. After graduating cum laude from UCLA in 1995 with Bachelor degrees in Business Economics and Mathematics with a Specialization in Computing, Jason attended law school at cross-town rival USC and earned his Juris Doctor and Masters in Real Estate Development in 1998. With his education completed, Jason returned home to Barstow to take over the family real estate business, Joseph D. Gee Enterprises. He is a member of the High Desert Association of Realtors, Barstow Community College President's Circle, UCLA Chancellor's Society, and USC Law Leadership Society. Jason has been happily married to his wife Simmon since 2015. They both serve on the Gee Foundation Board of Directors and oversee the Gee Foundation Scholarship Program which has awarded over 90 scholarships to BHS seniors since 2005.

Joint Appointee -

Ben Rosenberg

August 2023— December 2026



Ben Rosenberg moved to Barstow from Palm Springs, California to help with the family business. Ben's father, Fred acquired a Mc Donald's in what some believe was a lucky hand of cards and from that created what is known as Barstow Station today. Now operated by Ben, Barstow Station has been a travel staple on I15 between Los Angeles and Las Vegas for over 50 years. Ben is a former US Forest Service Firefighter and served on the Barstow Fire Board prior to being voted onto the BUSD Board of Trustees where he served for 12 years. Ben has 2 daughters who were raised in the BUSD education system. Ben's youngest daughter attended UC San Diego and was Barstow High School's Valedictorian for the class of 2019. His oldest daughter graduated from UC Santa Barbara in 2020. When Ben isn't visiting his two girls, he enjoys hanging out with his dog and playing golf. Ben said his favorite things about being a part of the school district is the staff and students he gets to interact with.

**SECRETARY TO
THE PERSONNEL
COMMISSION**

**Director, Classified
Personnel -**

Patricia Duwel retired from the U.S. Navy in 1999 and went to work for the Berkeley Unified School District as a classified employee. In 2004 she accepted the position of Director of Classified Human Resources with the Apple Valley Unified School District. In 2007, Patty received her Masters Degree in Human Resources Management from Keller Graduate School of Management and is a member of the Society for Human Resources Management. She took her CalPERS retirement in June 2014 and went to work for the Federal Government in Adelanto. In 2017, she came out of retirement and accepted a position as the Classified Director for Berkeley Unified. In November 2019, Patty accepted the position of Director, Classified Personnel, bringing over 16 years as a Merit System Director to Barstow Unified. Patty is a true Californian, born and raised in Long Beach.



A MESSAGE FROM THE DIRECTOR. . .

The 2023-2024 school year brought a real return to normalcy as we got back to the tasks at hand. We saw changes to the Commission with a new Joint Appointee, Mr. Ben Rosenberg.

I want to thank those who have gone above and beyond to support the Commissioners, Staff and myself. And I would to also thank all the Barstow Unified employees for all they have done in support of the students, the families and the employees.

Sincerely,

Patty Duwel, Director

Patricia L. Duwel

ORGANIZATION OF THE PERSONNEL COMMISSION

The Personnel Commission is a nonpartisan public body responsible for the administration of a "merit system" for the selection, retention, and promotion of classified (non-teaching) employees of the Barstow Unified School District. By law, it is composed of three members appointed for three-year staggered terms.

Commissioners are Barstow residents and registered voters who are known adherents to the principles of the merit system. Providing for a neutral structure, the Education Code requires that the Commission be composed of one member appointed by the Barstow Classified School Employees Association, one member appointed by the Board of Trustees, and one member appointed jointly by the other two Commissioners.

PERSONNEL COMMISSION STATEMENT OF ETHICS

We, the members of the Barstow Unified School District Personnel Commission, believe:

As a member of an organization incorporated under the Statutes of the State of California, that the final arbiters of the judgments we make, as we exercise our responsibilities, are the Federal Constitution and the statutes of the State of California.

That public school service is the noblest of all services; that stewardship is one of public trust; and, that we should endeavor to perform our duties in a manner to bring honor and credit to education.

That excellence in the support of public education is the ultimate goal of the Merit System.

In equal opportunity for ALL and will allow ALL to present their qualifications under a system of merit selection.

That efficiency of the classified service begins with individual responsibility to a shared ethical and work-related commitment by all employees in the workplace.

That as leaders in support of the Merit System, we set the ethical tone by our personal conduct and our institutional leadership.

That implicit in our support of the Merit System is our obligation to administer state and federal laws honestly in the mutual interest of the citizens, elected representatives, management and employees.

That we should continue to seek, through state legislation and local policies, rules and processes, which will further the interest of efficiency and fairness under Merit System guidelines.

In acting in accordance with the best interests of sound personnel management; in refraining from partisanship and from pressure brought on by special interest groups; and, in upholding the public interest as opposed to individual, private, or group interest.

In conducting ourselves both on and off the job in such a manner as to create faith in the objectivity and impartiality of our decisions, and we will not engage in an activity or enterprise which would impair this standard.

WHAT IS THE MERIT SYSTEM?

Personnel Commissions are a part of a system of personnel administration termed the "merit system." Legal guidelines for the merit system in California school districts are outlined in Education Code Sections 45240 to 45320 and 88000 to 88180 and are based upon the following general principles:

Employment and promotion on the basis of merit as shown by competitive examination: Employees for positions in the classified service are to be chosen by impartial selection methods to ensure that merit is the prime factor in employment. In addition, the Personnel Commission shall establish recruitment methods that will reach all segments of eligible applicants within an appropriate geographical area.

Career service: Employees are encouraged to remain with and to promote within a given agency; thus, the School District has the benefit of retaining the services of qualified persons it has selected and trained. As part of a career service, examinations are given on a "promotional only" basis whenever possible with only district employees allowed to compete.

Like pay for like service: Positions in the public service are carefully delineated according to type and level so that all employees performing similar tasks at the same level of difficulty and responsibility are compensated equally.

Impartial hearing of appeals from disciplinary actions: An employee may appeal a disciplinary action (such as a suspension, demotion, or dismissal), and is entitled to request a hearing by the Personnel Commission to ensure that due process and fair play have been observed.

Prohibition against discrimination: No person can be denied a job or promotion because of affiliations, race, color, national origin, ancestry, age, religious beliefs, marital status, sex, sexual preference, sexual harassment, disability, medical condition, employee organization membership or non-membership, legal activities, political beliefs or acts as provided in the California Education Code.

The Merit (or Civil Service) System is not new. Early in the 1800's the "spoils" system was a well-established method of filling government jobs. Most public sector jobs were filled by "patronage" whereby a politician would win office and fill government jobs with friends, relatives and campaign contributors. Reacting to these abuses, the Federal Congress in 1883 passed the Federal Civil Service Act, establishing for federal employees a civil service system to guard against patronage appointments.

WHY A PERSONNEL COMMISSION?

Following public outrage at the firing of over 700 classified employees the day after an election in the Los Angeles City Schools system to make room for political "spoilsmen," the California Legislature amended the Education Code in 1936 to make a Merit System structure available to its schools districts. A Personnel Commission is charged with the responsibility for carrying forth the principles of employment based upon merit, as set forth in the Education Code, and other laws, ordinances and regulations affecting employment in the public sector. The Personnel Commission is politically, financially, and operationally independent of the school district and the Board of Trustees.

Basically, Barstow's Personnel Commission ensures that fair and efficient methodologies are employed to obtain and retain the most qualified classified employees based upon merit and fitness, and regardless of race, color, religion, gender, sexual preference, age, marital status, political affiliation or national origin. The Commission mandates that reasonable accommodation be provided to address known applicant and employee handicaps and legally cognizable disabilities.

The Personnel Commission works on writing operative Rules and Regulations, establishing written job descriptions and classification relationships. Updating that work continues to be a major focus of the Commission and its professional staff.

Regular meetings of the Personnel Commission are normally held in the District Boardroom on the second Thursday of each month. The meeting Agenda is posted on line on the district's website indicating the exact time, date and place of the meeting, and all matters which the Commission plans to discuss and/or act upon. All employees and members of the general public are invited and welcome to attend Commission meetings.

The Personnel Commission functions through its staff, located in the Personnel Commission Office at the District Office. The office is open from 7:30 a.m. to 4:30 p.m., Monday through Friday. The office phone number is (760) 255-xxxx, with the staff's respective extension listed below;

ext. 6033 – Patty Duwel, Director
ext. 6034 - Julie Grounds, Human Resources Technician
ext. 6035 - Maria Saucedo-Cerda, Human Resources Technician

ACTIVITY REPORT

MEETINGS

	2023-2024	2022-2023
Regular Meetings	11	11
Special Meetings	0	0

ACTIONS

Reclassifications	0	0
New Classifications	1	0
Salary Realignment	0	0
Rules Implemented/Changed	0	0
Appeals	0	0

EXAMINATIONS

Total Recruitments Conducted	35	26
Open Recruitments Conducted	0	3
Promotional Recruitments Conducted	1	3
Open/Promo Recruitments Conducted	34	20
Applications Received	975	756
Written/Multiple Choice Tests	25	25
Oral Panels Conducted	3	0
Performance Tests	0	0
Candidates Qualified	226	253
Selection Interviews	126	101

EMPLOYMENT

ADA Placements	0	0
New Employees	55	48
Promotions	37	33
Reinstatements	4	0
Transfers	52	31
Abandonment Terminations	0	0
Probationary Release	8	3
Resignations	26	20
Retirements	7	9
Exhaustion of Benefits	1	4
Deceased	2	0
Limited Term (Subs) Certified	58	58
New Positions Established	44	17
Limited Term/Provisional	3	3
Differential	0	0
Voluntary Demotions	2	0
Reemployment	1	0
Working Out of Class	20	15
Leaves	4	3

Classified Employees 362 356
as of June 30:

Full Time (8 hour)	181	155
Part Time (less than 8 hour)	181	201

At a Glance

7/1/2023—6/30/2024

55 New Employees
58 New Limited Term Subs
37 Employees Promoted

5 Classified Employees worked at Barstow Unified for more than 30 years!

EMPLOYEE SEPARATIONS

YEARS OF SERVICE

	2023-2024	2022-2023
Less than 6 months	3	6
6 months to 5 years	18	9
6 years to 10 years	3	9
11 years to 15 years	7	1
16 years to 20 years	2	4
21 or more years	5	6

LAYOFFS

2023-2024 2022-2023

Incumbent Positions	0	0
Vacant Positions Abolished	25	1
Restored Positions	0	0
Created Positions	0	0
Employees Laid Off	0	0
Transferred in Lieu of Layoff	0	0
Reduced in Lieu of Layoff	0	0
Retired in Lieu of Layoff	0	0
Employees Restored/Rescinded	0	0

Working To Support Those Who Support Our Students!

*A special thank you to
the District for
allowing the use of
facilities and staff in
support of testing
and
Commission
meetings.*



*Working to
support those
who support
our students.*



*A warm appreciation
to all the District
Departments
for their support
throughout the
school year.*

