

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
March 14, 2024

1. The meeting was called to order by Commissioner Baldwin at 4:09 PM.
2. Erika Guerrero led the Pledge of Allegiance.
3. Commissioners Present
Kimberly Baldwin
Virginia Wilson
David Boyer
Staff Present
Ryan Weiss-Wright
Kaylie Knowland
Erika Guerrero
4. Community/Staff Participation in Open Session and Non-Agenda Items: The Human Resources Department joined to help celebrate Commissioner Baldwin's birthday.
5. Commissioner Comments: None
6. Deputy Superintendent Ondrea Reed presented about Prop28 funding and provided details regarding how the funds can be used and implemented based on the guidelines provided by the state.
7. Discussion of 2024 Annual CSPCA Conference: Commissioner Boyer stated that he enjoyed the conference and had interesting conversations with various vendors that currently collaborate with the district. Commissioner Wilson shared her findings and learnings from the conference. Commissioner Baldwin requested to discuss the conference at the special meeting to be held March 21st.
8. Approval of the Minutes of the February 8, 2024, Regular Meeting:
MSC Wilson – Yes / Boyer – Yes / Baldwin – Yes. Vote 3-0.
9. Personnel Director's Report and Review of Open Job Postings: Dr. Weiss-Wright provided an update on all recent hires in the classifications Bus Driver, Campus Supervisors, Custodian, and Head Custodian.

The Classified Personnel Department is currently working on the following recruitments: Director of IT, IA Early Childhood Education, and Student Supervision Assistant.

Dr. Weiss-Wright discussed the classified layoff resolution that was passed at the last board meeting. He shared that three of the positions will continue to be forward funded by parent groups at the site and many others have chosen to continue employment as Instructional Assistants for Special Education. Dr. Weiss-Wright informed the commissioners that IA settlements are currently taking place and the next wave of settlements will be for summer school.

In order to prevent further settlements a 15 Minute Break MOU has been added to the onboarding procedures. The next PC meeting will be March 21, 2024 in the Board Conference Room.

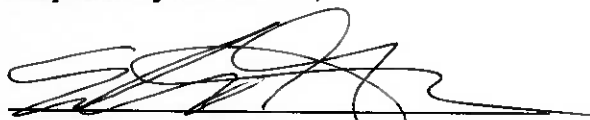
CONSENT

- 10a. Ratification of the Campus Supervisor Eligibility List.
MSC Wilson- Yes / Boyer -Yes – Baldwin -Yes. Vote 3-0
- 10b. Ratification of the Bus Driver Eligibility List.
MSC Wilson- Yes / Boyer -Yes – Baldwin -Yes. Vote 3-0
- 10c. Ratification of the Head Custodian Eligibility List.
MSC Wilson- Yes / Boyer -Yes – Baldwin -Yes. Vote 3-0
- 10d. Ratification of the Custodian Eligibility List.
MSC Wilson- Yes / Boyer -Yes – Baldwin -Yes. Vote 3-0
- 10e. Ratification of the Director of Information Technology Eligibility List.
MSC Wilson- Yes / Boyer -Yes – Baldwin -Yes. Vote 3-0

ACTION

- 11-16. Approval of new Classified job classification and job description for Instructional Assistant – Visual Arts, Instructional Assistant – Orchestra String Specialist, Instructional Assistant – Dance & Choreography, Instructional Assistant – Vocal Music Show Choir, Instructional Assistant – Drama & Theatre, Instructional Assistant – Band Wind Instrument Specialist. Discussion: Commissioner Baldwin suggested scheduling a special meeting to have time to review the job descriptions before approving. Commissioners and Dr. Weiss-Wright agreed to table approval for March 21st at 9: 00 AM.
- 17-18. Approval of new Classified job classification and job description for Skilled Maintenance Worker – HVAC and Skilled Maintenance Worker – Carpenter. Discussion: Commissioner Baldwin suggested scheduling a special meeting to have time to review the job descriptions before approving. Commissioners and Dr. Weiss-Wright agreed to table approval for March 21st at 9: 00 AM.
- 19. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957) Yes, no action taken.
- 20. Open Session: Report of Closed Session Action, if any: No Action Taken.
- 21. Adjournment: Commissioner Baldwin adjourned the meeting at 5:44 p.m.

Respectfully submitted,



Erika Guerrero

4/9/2024