

Portland Custodians' Civil Service Board  
Established 1937  
February 27, 2024  
Board Minutes Summary

The Official Minutes of the Portland Public Schools Custodian Civil Service Board are Sound Recordings of the Meetings. The following is a summary of the February 27, 2024 meeting

A meeting of the Portland Public Schools Custodian Civil Service Board was held on February 27, 2024, via Google Meet. Mr. Frank Leavitt and Ms. Roshni Sabedra hosted the meeting remotely from their offices in the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon. CCSB Chair Brian Caufield, Board member Paul Hathaway, Board Secretary Jo McClain, SEIU member Tim Curtin, and Mr. Chanh Nguyen were also in attendance via Google Meet. Board Members Laird Cusack was absent

The meeting was called to order at 4:02 p.m.

## **OLD BUSINESS**

### **1. Approval of Proposed Minutes of February 13, 2024**

The Minutes of February 13, 2024, were approved as presented.

### **2. Approval of Hiring List**

Statistics provided by Mr. Frank Leavitt included 31 applicants, 15 who took the test, 5 who were interviewed, and those 5 candidates are on the hiring list. The average test score was 97.1%, the average interview score was 70.5%, and the overall average was 83.7%. Mr. Caufield confirmed that the Board's Rule and Regulations were followed, and the list was approved.

### **3. Relevant Updates if any**

Mr. Leavitt said that PPS and SEIU had been scheduled to meet this date, but the meeting was rescheduled for March 12. He has sent the panel a pool of questions for consideration. He added that the intent is to change the entire interview process, including test questions, the interview process, and the rubric used. He promised more updates on the March 12 meeting.

The meeting adjourned at 4:05. The next meeting was set per the two week schedule for March 12.

Jo McClain  
CCSB Secretary