

Portland Custodians' Civil Service Board  
Established 1937  
April 23, 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 April 23, 2024 meeting

A meeting of the Portland Public Schools Custodian Civil Service Board was held on April 23, 2024, via Google Meet. Mr. Frank Leavitt hosted the meeting remotely from their offices in the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon. CCSB Member Paul Hathaway chaired the meeting. Board Member Brian Caufield and Board Secretary Jo McClain also in attendance via Google Meet. Board member Laird Cusack had advised he would be unable to attend. Tim Curtin for SEIU also attended.

The meeting was called to order at 4:01 p.m.

## **OLD BUSINESS**

### **1. Approval of Proposed Minutes of April 16, 2024**

The minutes of the April 16 minutes were approved as read.

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

Statistics provided by Mr. Frank Leavitt prior to the meeting included 16 applicants, 10 who took the test, 8 who were interviewed, and 8 candidates are on the hiring list. The average test score was 91.1%, the average interview score was 67.3%, and the overall average was 79.2%. Mr. Caufield confirmed that the Board's Rule and Regulations were followed, and the list was approved.

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

There were no new updates at this meeting. Mr. Leavitt said that the revision of Chapter 3 was taking time because a large cross section of persons had to be coordinated. He anticipated a revised Chapter 3 within the next 2-3 meetings.

The next meeting was set per the two week schedule for April 23. The meeting was adjourned at 4:04.<sup>1</sup>

Jo McClain  
CCSB Secretary

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<sup>1</sup>This meeting date was subsequently changed to May 21, 2024.