

Portland Custodians' Civil Service Board
Established 1937
September 10, 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 September 10, 2024 meeting.

A meeting of the Portland Public Schools Custodian Civil Service Board was held on September 10, 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 Board Chair Brian Caufield, Board Member Mr. Paul Hathaway, Mr. Greg Meyers and Mr. Tim Carman from SEIU, and Board Secretary Ms. Jo McClain were also in attendance via Google Meet.

The meeting was called to order at 4:03 p.m.

OLD BUSINESS

1. Approval of Proposed Minutes of September 10, 2024

Mr. Caufield moved to approve the minutes of the September 10 meeting as read. Mr. Hathaway approved and seconded the motion.

2. Approval of Hiring List

Mr. Leavitt for PPS reported that there had been 8 applicants, 4 who took the test, 5 who were interviewed, and 5 candidates on the hiring list.¹ Statistics he provided earlier showed the average test score was 97.4%, the average interview score was 66.96% and the overall average was 82.05%. Mr. Caufield confirmed that the Board's Rule and Regulations were followed, and the list was approved by motion of Mr. Hathaway.

3. Relevant Updates if any

Mr. Leavitt noted that the language for the Rule 3 is complete, but the new interview form and rubric still need work, plus the new language has to be posted for ten days. He anticipates the new Rule 3 will be presented to the Board at the next meeting.

Mr. Leavitt also said that he and Ms. Sabedra are continuing to search for a new board member. Mr. Hathaway confirmed that he could recommend a potential candidate, and Mr. Leavitt said that all the relevant information about the application procedure is on the CCSB website.

¹ One candidate had taken the test during the last session, but could not interview at that time.

The next meeting was set per the two week schedule for September 24. The meeting was adjourned at 4:08.

Jo McClain
CCSB Secretary