

Portland Custodians' Civil Service Board  
Established 1937  
August 14, 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 August 14, 2024 meeting.

A meeting of the Portland Public Schools Custodian Civil Service Board was held on August 14, 2024 (one day later than originally scheduled), 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 Paul Hathaway, and Board Secretary Jo McClain were also in attendance via Google Meet.

The meeting was called to order at 4:04 p.m.

## **OLD BUSINESS**

### **1. Approval of Proposed Minutes of July 29, 2024**

Mr. Caufield moved to approve the minutes of the July 29 meeting as read, and Mr. Hathaway approved and seconded the motion.

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

Mr. Leavitt for PPS reported that there had been 12 applicants, 7 who took the test, 5 who were interviewed, with 3 candidates on the hiring list. Statistics provided earlier by Ms. Sabedra indicated that the average test score was 95.2%, the average interview score was 67.23% and the overall average was 81.23%. 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**

Discussion about rule revisions was tabled for the following meeting. Mr. Leavitt noted that several key people were absent during the summer.

The next meeting was set per the two week schedule for August 27. The meeting was adjourned at 4:07.

Jo McClain  
CCSB Secretary