

Portland Custodians' Civil Service Board  
Established 1937  
April 08, 2025  
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 8, 2025 meeting.

A meeting of the Portland Public Schools Custodian Civil Service Board was held on April 8, 2025, 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, Board Secretary Jo McClain, Mr. Stetson James, and Mr. Tim Curtin were also in attendance.

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

## **OLD BUSINESS**

### **1. Approval of Proposed Minutes of March 25, 2025**

Mr. Caufield moved to approve the minutes of the March 25 meeting as read. Mr. Hathaway seconded the motion and the minutes were approved.

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

There were 22 applicants for open positions with CCSB. Five were interviewed, and 5 candidates were on the hiring list. After the board confirmed that their rules and regulations regarding the application procedure had been followed, Mr. Hathaway moved to approve the list and it was so done.

Mr. Caufield asked about the discrepancy in the number of applicants compared to the number of those who were interviewed. Mr. Leavitt reviewed the process of calling applicants followed by email, and the many just did not respond. He said that PPS was generally pleased with the fact that those being hired seemed to be of a higher calibre.

### **3. Any other Old Business**

There being no new business, the meeting was adjourned at 4:05 p.m.

Jo McClain / CCSB Secretary