

Portland Custodians' Civil Service Board  
Established 1937  
April 6, 2021  
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 6, 2021 meeting.

A special meeting of the Portland Public Schools Custodian Civil Service Board was held on April 6, 2021, via Google Meet and in person in the WyEast Conference Room at the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon. Present at the meeting of CCSB were Board Chair Paul Breed, and Board Member Brian Caufield. Board Secretary Jo McClain was also in attendance via Google Meet. The presiding officer was Paul Breed.

Preliminary meetings matters included verification of parties in attendance. Protocols for wearing masks and social distancing were discussed prior to beginning the meeting.

The meeting was called to order at 4:01.

## **OLD BUSINESS**

**1. Approval of Minutes** - not addressed at this meeting.

**2. Discussion/Approval of Hiring Lists**

Mr. Frank Leavitt spoke to the hiring list. PPS had 7 candidates out of 13 applicants for the current position. 12 took the test, and 8 were interviewed. The average test score was 94.75%, average interview score was 62.20%, and the overall average was 78.14%. One applicant appeared to have had help as he could not communicate in English, but scored 100% on the test. Two applicants did not go to the interviews. According to Mr. Napier, two others had other jobs or job offers, and rescheduled. Mr. Breed commented that there is "some irony that a poor test score might be an indication of honesty."

Mr. Leavitt noted that there has been no discussion of resuming in person testing. He added the on-line process has been very efficient, and the quality of candidates is the same.

The list was approved as read. No meeting was scheduled at this time, although Mr. Leavitt indicated the next meeting might be soon as there was another panel of candidates currently going through the process.

The meeting was adjourned at 4:11

Jo McClain  
CCSB Secretary