

Portland Custodians' Civil Service Board
Established 1937
November 23, 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 November 23, 2021, meeting.

A special meeting of the Portland Public Schools Custodian Civil Service Board was held on November 23, 2021, via Google Meet. Mr. Frank Leavitt attended in person from his office at the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon. CCSB Chair Paul Breed, Board Member Brian Caufield, and Board Secretary Jo McClain attended by Google-Meet. The presiding officer of the meeting was Paul Breed.

The meeting was called to order at 4:00

OLD BUSINESS

1. Approval of Minutes -

The Board discussed the necessity of approving written minutes given the official meeting minutes are the recorded version. Mr. Caufield said he believed approving the minutes was effectively an acknowledgment by the Board that the minutes were read and were accurate. As there were several minutes to be approved, this action was postponed to the next meeting.

2. Approval of Hiring Lists

Mr. Frank Leavitt reported that for the current hiring list there had been 10 applicants, 7 had tested, 3 were interviewed, with 4 candidates on the list. There was some discussion about the fourth name on the list, with Mr. Leavitt explaining the candidate was from a prior testing round. Mr. Leavitt assured the board that not only had they followed the board's procedures for testing, but that he had confirmed that everyone on the list had been properly tested and interviewed.

The list was approved as read.

The next meeting is scheduled, on the two week basis, for December 7, 2021.

The Meeting was adjourned at 4:11.¹

Jo McClain
CCSB Secretary

¹This meeting was subsequently rescheduled for December 21, 2021