

Portland Custodians' Civil Service Board
Established 1937
February 14, 2023
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 February 14, 2023, meeting.

A special meeting of the Portland Public Schools Custodian Civil Service Board was held on February 14, 2023, 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 Brian Caufield, Board Member Laird Cusack, and Board Secretary Jo McClain attended by Google-Meet. The presiding officer of the meeting was Brian Caufield.

The meeting was called to order at 4:07 p.m.

OLD BUSINESS

1. Approval of Minutes -

The minutes of the January 31, 2023 meeting were approved as written.

2. Approval of Hiring Lists

Statistics provided by Mr. Leavitt for this meeting indicated a total of 26 applicants, 15 who took the test, and 8 who were interviewed. The average test score was 92.9%, the average interview score was 65%, and the overall average was 78.9%. Eight candidates are on the hiring list.

Board member Brian Caufield confirmed that all rules had been followed in the testing procedure, and the list was approved as presented.

NEW BUSINESS

PPS advised the board that PPS has worked with their government relations office to draft HB3227. The bill will make minor updates to civil service laws. PPS believes part of the need for the update is that PPS has not been able to find a board member. The current Civil Service Law requires that a board member must have been a resident of the district for five years. They want to change that to a "resident of Oregon for five years." Mr. Leavitt pointed out that, in fact, many custodians reside outside of the school district, and the focus should be on Oregon residents who are dedicated to civil service.

There was also discussion on the hiring process and changing the word “examination” to “assessment.” Mr. Leavitt explained the entry custodian position does not require experience, so it is unfair to begin the testing process with a 45 question examination. PPS believes the current process is disproportionately impacting persons of color and non-native English speakers,

Everyone agreed they are going to look at different ways they can determine whether a candidate will be successful. Everyone also agreed that candidates need to be able to read and write English, to be able to read and reply with basic questions. It was suggested that candidates could be asked to read a question and answer it during the interview. Mr. Curtin noted that the interviewers do look for basic communication skills. He said that someone may be able to help a candidate during an on-line test – perhaps an explanation to why test scores and interview scores do not correlate. But, Mr. Curtin noted, “when we get them into the interview, we can tell.”

There being no new business, the next meeting was scheduled, on the rotating two week basis, for February 28, 2023.

The meeting was adjourned at 4:23

Jo McClain
CCSB Secretary