

Portland Custodians' Civil Service Board  
Established 1937  
September 10, 2022  
Board Minutes Summary

The official minutes of the Portland Public Schools Custodian Civil Service Board are sound and recorded in the minutes (the volume) in this summary of the September 10, 2022 meeting.

\* Meeting of the Portland Public Schools Custodian Civil Service Board as held on September 10, 2022, via Zoom. Mr. Leavitt and Ms. Sabedra hosted the meeting remotely from their offices in the Blanchard Education Service Center, 1010 12th Street, Portland, Oregon (CCSB Board Chair Brian Caulfield, Board Member Mr. Paul Atha), Mr. Leavitt, Ms. Sabedra and Mr. Jim Carman from SE45, and Board Secretary Ms. McClain) were also in attendance via Zoom.

The meeting was called to order at 7:03 p.m.

### OLD BUSINESS

#### 1. Approval of Proposed Minutes of September 10, 2022

Mr. Caulfield moved to approve the minutes of the September 10 meeting as read (Mr. Atha) and approved and seconded the motion.

#### 2. Approval of Hiring List

Mr. Leavitt for PPS reported that there had been 8 applicants, who took the test, who were interviewed, and candidates on the hiring list (Statistics he provided earlier showed the average test score was 97.9, the average interview score was 9.9 and the overall average was 82.0/9). Mr. Caulfield confirmed that the Board's rules and regulations were followed, and the list was approved by motion of Mr. Atha.

#### 3. Relevant Updates if any

Mr. Leavitt noted that the language for the Rule 3 is complete, but the new interview form and rubric still need work, plus the new language has to be posted for ten days. He anticipates the new Rule 3 will be presented to the Board at the next meeting.

Mr. Leavitt also said that he and Ms. Sabedra are continuing to search for a new board member. Mr. Hathaway confirmed that he could recommend a potential candidate, and Mr. Leavitt said that all the relevant information about the application procedure is on the PPS website.

---

<sup>5</sup> One candidate had taken the test during the last session, but could not interview at that time.

#he ne2t meetin' ) as set per the t ) o ) ee- schedule %or September 2 (#he meetin' ) as  
ad;ourned at 708(

6o ! cClain  
CCSB Secretar"