

**MINUTES OF THE SPECIAL MEETING OF THE  
CITY OF BROOKLYN CIVIL SERVICE COMMISSION  
WEDNESDAY, SEPTEMBER 5, 2018 5:00**

Meeting called to order at 5:00 p.m.

**MEMBERS PRESENT:** Commissioner Rivera and Commissioner Hull.

**MEMBERS ABSENT:** Chairman Magrey

**OTHERS PRESENT:** Kevin Shebesta, Human Resources Consultant.

Mara Rybak, Assistant Treasurer for the Brooklyn City School District informed the Commission that the School District has three (3) custodians that serve the District. One (1) has requested a two (2) year leave of absence. The School Board has approved this request. The District is looking for permission from the Civil Service Commission to fill this vacancy for the 2018/2019 school year. The District would like to post this position as early as September 6, 2018.

Kevin Shebesta noted that this position is covered by the Teamsters Collective Bargaining Agreement.

After further discussion, **MOTION** by Commissioner Rivera, second by Commissioner Hull to allow the Brooklyn City School District to post the examination notice for the 8 & 1/2 hour custodial/maintenance position for the 2018/2019 school year, provide the Civil Service Commission with a copy of the notice and criteria for scoring of candidates. And to waive Rule XII, Section 4 (b) requiring the publishing of notice of examination in (2) consecutive issues of a newspaper of general circulation and notification to the Clerk of the Common Pleas Court of Cuyahoga County, Ohio. The ad will appear on Cleveland.com and the Brooklyn City School District website for a period of at least 14 days. Additional posting may be sent to other organizations. The Commission further grants the Brooklyn Board of Education to develop the notice for said position and to hire this position through the process of resume ranking and/or structured interview

**VOTE RESULTED:** Yeas – Rivera and Hull. Nays – None.

There being no other business to come before the Commission, **MOTION** by Commissioner Rivera, second by Commissioner Hull to adjourn.

Meeting adjourned at 5:20 pm.