

Temple City Unified School District  
PERSONNEL COMMISSION

DISTRICT OFFICE  
Board Room  
9700 E. Las Tunas Drive  
Temple City, California

Unapproved Minutes – Regular Meeting of February 19, 2019

The regular meeting was called to order at 4:04 p.m. by Gina Aparicio **Call to Order**

**Personnel Commission Members present:**

Gina Aparicio  
Maria Garner

**Personnel Commission Member absent:**

Ann Seitz

**Administrative Officers Present:**

Dr. Monica Makiewicz, Assistant Superintendent Educational Services

**Staff Members Present:**

Juris Burgos, Personnel Assistant  
Lucy Lin, Personnel Technician  
Lily Marquez, Personnel Specialist

The pledge of allegiance was led by Gina Aparicio

**Pledge of Allegiance**

None

**Individuals Wishing to  
Address the  
Commission**

On a motion of Member Garner, seconded by Member Aparicio on a 2-0 vote, the Personnel Commission approved the minutes of the Regular Meeting of January 15, 2019.

**Approval of Minutes of  
Regular Meeting of  
January 15, 2019**

None

**Eligibility List**

On a motion of Member Garner seconded by Member Aparicio, and on a 2-0 vote, the Personnel Commission received Personnel Order No. 1819-08 – January 23, 2019.

**Personnel Order**

Member Garner – David Matter was on Medical Leave and then retired?

Personnel Assistant – That is correct.

On a motion of Member Garner seconded by Member Aparicio, and on a 2-0 vote, the Personnel Commission received Personnel Order No. 1819-09 – February 13, 2019.

Member Garner – Jo Anne Strelitz is leaving. Do we have anybody who is going to work out of class to cover her?

Personnel Technician – I only have the Personnel Transaction Request for retirement and the replacement.

Member Aparicio – If a current employee takes on the extra duty, then does that employee get the extra stipend?

Personnel Assistant – The employee will receive the working out of classification pay that is most likely a higher rate of pay than his/her regular classification.

Dr. Monica Makiewicz shared that she will be filling in for the Director, Robert French until he gets back from Medical Leave.

## **Director's Report**

We are doing a study on the P.E. Aides and P.E. Teachers at the Elementary Level. The aides have been teaching P.E. and not the credentialed Teachers. We should have the investigation complete soon.

Member Aparicio – Can they provide direct instruction with the P.E. teacher present?

Director – They can help the teacher but providing direct instruction is not part of their job description. When we have solutions, I will let you know.

We are also working on Position Control, making sure both staffing and budget needs are met.

Member Garner – We attended the CSPCA Conference at Paradise Pier. They had a Commissioners Round Table which was amazing. They adopted the new bylaws which were approved. It is to reduce the number of Board Members from 15 to 9. It also reduces the number of Board Officers from 6 to 3. The effective date of the bylaw

## **Matters from the Commission**

revisions will be completed in 2020.

Member Aparicio– The focus was on how to reduce the time from when an applicant applies to hire date.

Personnel Assistant – The reason why it takes longer to hire is because we are ensuring that we hire the most qualified and best candidate based on merit and through a process of competitive examination.

On motion of Member Aparicio, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission adjourned the meeting at 4:17 p.m.

**Adjournment**

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Maria Garner

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Gina Aparicio