

**Temple City Unified School District
PERSONNEL COMMISSION**

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

Unapproved Minutes – Regular Meeting of March 19, 2019

The regular meeting was called to order at 4:02 p.m. by Ann Seitz

Call to Order

Personnel Commission Members present:

Gina Aparicio
Maria Garner
Ann Seitz

Personnel Commission Member absent:

None

Administrative Officers Present:

Monica Makiewicz, Assistant Superintendent

Staff Members Present:

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

The pledge of allegiance was led by Maria Garner

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 February 19, 2019.

**Approval of Minutes of
Regular Meeting of
February 19, 2019**

On a motion of Member Garner, seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Administrative Assistant to the Superintendent – February 27, 2019.

Eligibility List

On a motion of Member Seitz, seconded by Member Garner, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Utility I – February 14, 2019.

On a motion of Member Seitz seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1819-10 – February 27, 2019.

Personnel Order

On a motion of Member Seitz seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1819-11 – March 13, 2019.

Personnel Assistant – The Annual Budget is included to show the process and the timelines by the county. The Personnel Director comes up with the budget then we will propose it to the Commission in April. I will make copies of prior year's budget for you to review. This will help the director create next year's budget. Once the director has the proposed budget, we will then include it in our Agenda. Before we propose the budget we have to add next year's conferences.

Business Matters

Director- We would probably have to add a bigger budget for conferences.

Member Seitz – When will we get the Budget?

Personnel Assistant – In April, it will be submitted to board. Once board approves it we will send it to the county for approval.

Director – We are going to be moving to full day kindergarten. We will not lose any teachers.

Director's Report

P.E. instructors for elementary are out of compliance. We are supposed to offer 200 minutes, every ten days, with a credentialed teacher on site. We will have 2 full time P.E. teachers, with 6 instructional aides each. They will be split between the four elementary schools. They will provide P.E. 50 minutes, twice a week, by grade.

Member Garner – Do we have any credentialed P.E. teachers?

Director – Yes we have one and we may be over-staffed at the high school, so one of those teachers will help out.

The previous directors medical leave had to be extended. Instead he chose to resign. His last official day is April 30, 2019.

We are searching for a principal at Emperor. We need someone really soon.

Member Aparicio – Was there a resignation?

Director – Yes there was a resignation.

Personnel Assistant – We just send out memos for Classified employee of the year. We did add to the memo that the nominees have to be an employee who is returning the following year. The luncheon will be in the Fall.

Member Garner – At our conference, they said we should be going over our rules and regulations.

Matters from the Commission

Personnel Assistant – Yes I have been going over that. We can open up anything for review. The Director will come up with the proposed language then you will review it.

We are going to the Personnel Commission meeting this Saturday. We only have 2 more meetings left. Personnel Commission Members and the Board members from other school districts are also attending. Next year, maybe if your schedule permits it, you can attend the Merit Academy as well.

On motion of Member Seitz, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission adjourned the meeting at 4:32 p.m.

Adjournment

Maria Garner

Ann Seitz

Gina Aparicio