

Temple City Unified School District
PERSONNEL COMMISSION

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

Unapproved Minutes – Regular Meeting of January 21, 2020

The regular meeting was called to order at 4:02 p.m. by Gina Aparicio **Call to Order**

Personnel Commission Members present:

Gina Aparicio
Maria Garner

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

Employee -

Employee will be in after closed session for an update on an appeal.

**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 December 17, 2019.

**Approval of Minutes of
Regular Meeting of
December 17, 2019**

On a motion of Member Garner, seconded by Member Aparicio, and on a 2-0 vote, the Personnel Commission ratified the eligibility list for Clerk III – January 14, 2019.

Eligibility List

None

Personnel Order

Director – Employee, the members have received all the paperwork from you claim. Member Aparicio will give you their decision.

Business Matters

Member Aparicio – We have denied your request to re-instate your sick time.

Member Garner – Our decision is to let this issue stand. You will not be getting your sick days.

Director – Our Classified Study has completed the second phase. First, our employees took a survey and the supervisors had to review the survey. They either agreed or added details to the survey. This closed on the 16th.

Director's Report

We are now moving into the focus group interviews. This will be the last part of the data collection.

Member Aparicio – Will they interview everyone or just employees that had input?

Director – They will send us a list of whom they think should be interviewed. Each classification group will get an interview. However, not every employee will get an interview.

Director - We have the Merit Academy coming up.

Personnel Specialist – The Academy starts February 1st. There will be five classes, one per month from 8 to 5 p.m.

Personnel Assistant – If you miss one class, you will need to make it up. If you do not make up the class, you will not receive a certificate of completion.

Member Aparicio – Can you take the class through Satellite?

Personnel Assistant – Yes, you can make up one class through Satellite.

Personnel Assistant – Also, the CSPCA conference is coming up.

Member Garner – I would like an update on Mr. Camargo's re-classification.

Members from the Commission

Director – It will be part of the classification study. We will look at all of the Utility employees. They will make recommendations and we will have a chance to review them all. If we do change any classification, you as the board need to vote on the changes. It will then go to the Board of Education meeting for another approval.

Once the focus groups are completed, they will finish their final revisions on job descriptions and recommendations.

Member Garner – Regarding last month’s meeting with Ms. Penn, will we discuss this later?

Director – The job description was not changed at any point in time. We did update the job description, which was brought to Personnel Commission and the Board before my time. The job description did not change from one day to the other. The job description that is on the website is current and was approved in 2017.

On motion of Member Aparicio, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission adjourned the meeting at 4:41 p.m.

Adjournment

Maria Garner

Gina Aparicio