

Temple City Unified School District
PERSONNEL COMMISSION

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

Unapproved Minutes – Regular Meeting of April 21, 2020

The regular meeting was called to order at 4:01 p.m. by Gina Aparicio **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 Ann Seitz

Pledge of Allegiance

Effie Yang – CSEA Labor Relations Representative
Robin Penn – CSEA 105 President
Claudia Gutierrez – LVN Vocational Nurse

**Individuals Wishing to
Address the
Commission**

Ms. Yang – Ms. Gutierrez send in her board appeal for a board hearing. We would like to discuss the logistics of an appeal.

Director – All the members have a copy of the appeal.

Ms. Yang – I find it difficult to have a virtual meeting. There is information that needs to be presented and witnesses need to be called. I am requesting the hearing to be at the earliest in mid-June.

Ms. Gutierrez – I would like the meeting in person and would like time to prepare.

Member Aparicio – We will reconvene after close session. I make a motion to reconvene after closed session with a decision.

On a motion of Member Aparicio, seconded by Member Seitz on a 3-0 vote, the Personnel Commission approved the motion to reconvene with a decision after closed session.

On a motion of Member Seitz, seconded by Member Garner on a 3-0 vote, the Personnel Commission approved the minutes of the Regular Meeting of February 18, 2020

**Approval of Minutes of
Regular Meeting of
February 18, 2020**

On a motion of Member Aparicio, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Child Care Instructor – February 12, 2020.

Eligibility List

On a motion of Member Aparicio, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Utility III – February 12, 2020.

On a motion of Member Aparicio, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Instructional Aide – February 13, 2020.

On a motion of Member Aparicio seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1920-12 – February 26, 2020.

Personnel Order

On a motion of Member Aparicio seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1920-13 – March 11, 2020.

On a motion of Member Aparicio seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1920-14 – March 25, 2020.

On a motion of Member Aparicio seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 1920-15 – April 22, 2020.

Director – The classified study has moved into the final round of appeals. All the drafts are completed and have been send out to all the participants, supervisors and cabinet. We have a week to review and make any suggestions. They will then make their final decision; and it will be brought to board and personnel commission for approval.

Director's Report

LCAP survey closes on April 24th. It is a challenge to complete this when we are all offsite. We will send a final reminder soon. The link is also available on our website. The LCAP meetings are now online. Once the survey is complete, we will send out the results and have our final goals.

Member Garner – Will the Steam assignment continue through June?

Matters from the Commission

Director – Per the governor's orders, all stipends should remain until the end of the school year.

Member Garner – Was there a good turnout in participation for the classified study?

Director – Yes, there are 250 classified employees and almost 200 employees participated. We mailed out letters with the job descriptions to all the employees that participated.

Ms. Penn – Are we all in agreement that we will all sit down and negotiate the jobs before they go to board for approval?

Director – Yes, there are procedures for that. We will all meet and discuss it. At this time employees, supervisors and directors are all reviewing their job descriptions.

On motion of Member Aparicio, seconded by Member Seitz and on a 3-0 vote, the Personnel Commission adjourned to closed session at 4:23 p.m.

Adjournment to Closed Session

On motion of Member Garner, seconded by Member Aparicio and on a 3-0 vote, the Personnel Commission reconvened to open session at 5:03 p.m. There was no action taken in closed session.

Reconvene to Open Session

Member Aparicio – We have reviewed all the documents and have agreed to hire a hearing officer for the appeal.

On motion of Member Aparicio, seconded by Member Garner, and on a 3-0 vote, the Personnel Commission adjourned the meeting at 5:10 p.m.

Adjournment

Maria Garner

Ann Seitz

Gina Aparicio