

Temple City Unified School District  
**PERSONNEL COMMISSION**  
**Regular Meeting**  
9700 Las Tunas Drive  
Temple City, California 91780

**Board Room**  
**June 16, 2021**  
**4:00 p.m.**

**AGENDA**

Public Participation

Pursuant to the Governor's Executive Order N-29-20 dated June 22, 2020, the Personnel Commission is authorized to hold this meeting via teleconferencing and to make this meeting accessible electronically to all members of the public seeking to observe and address the Board. For purposes of observing the meeting, members of the public may do so via video and audio livestream at <https://tcusd-net.zoom.us/j/83015077718?pwd=cDkwVzBPUzdYK2RFeGlgNzFOOGIDdz09>. The livestream will become available at the start of the Personnel Commission meeting and will end following adjournment of the meeting.

Other than the video and audio livestream, if you would like to listen to the Personnel Commission meeting via telephone, please email the District at [jburgos@tcusd.net](mailto:jburgos@tcusd.net) and a list of phone numbers will be emailed to you 30 minutes prior to the start of the meeting. Members of the public are welcome to participate through the public comment process. If you wish to comment on an item on the agenda or within the subject matter jurisdiction of the Board, please e-mail your comments in advance to Juris Burgos, at [jburgos@tcusd.net](mailto:jburgos@tcusd.net). The public comment window for email submissions will open at 8:00 a.m. on June 15, 2021, and closes at 3:30 p.m. on June 16, 2021. Public comments will be compiled and processed prior to the start of the Personnel Commission meeting to the greatest extent possible.

Public comments received via email will be compiled, presented to the Personnel Commission members for review prior to or during the meeting, read aloud by the Personnel Commission at the meeting during the designated public comment period, and included in the minutes for the meeting when published. If any member of the public wishes to comment on a specific agenda item, the member of the public must include the agenda item in the subject line of the email. Public comments that are outside of the Personnel Commission's subject matter jurisdiction will be excluded. Procedures applicable to public participation as including, but not limited to, speaker time limits, shall be enforced to the greatest extent possible.

The above temporary procedures will modify the usual public comment procedures published in the Agenda until further notice. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the livestream of the meeting, to access written documents being discussed at the Personnel Commission meeting, or to otherwise participate at Personnel Commission meetings; please contact Juris Burgos, Director of Personnel, at [jburgos@tcusd.net](mailto:jburgos@tcusd.net). Notification at least 48 hours prior to the meeting, when feasible, will enable the District to make reasonable arrangements to ensure accessibility to the Personnel Commission meeting and to provide any required accommodations. Public materials associated with the Board meeting are publicly available on our YouTube Live Channel or at [TCUSD.NET](http://TCUSD.NET).

Regular Meeting of the Personnel Commission – June 16, 2021

1. Call to Order
2. Pledge of Allegiance led by Gina Aparicio
3. Individuals Desiring to Address the Personnel Commission
4. Approval of Minutes
  - a. Minutes of Regular Meeting of May 18, 2021
5. Eligibility List
  - a. Childcare Instructor – May 27, 2021
  - b. Brailist – June 2, 2021
6. Personnel Order
  - a. Personnel Order 2021-18 – May 26, 2021
  - b. Personnel Order 2021-19 – June 9, 2021
7. Business Matters
  - a. Title Change Only – from Chief Business Official to Assistant Superintendent of Business Services
  - b. Classification Specification Revisions
    - i. Executive Assistant I
    - ii. Executive Assistant II
    - iii. Executive Assistant III
  - c. Reclassification – from Program Manager of Child Care to Director of Child Development Programs
  - d. Reclassification – from Personnel Technician I to Personnel Technician II
8. Report from the Director
9. Matters from the Commission
10. Disclosure of Items to be Discussed in Closed Session
  - a. Personnel Matters (Government Code 54954 / 54957)
    - i. Discussion of Personnel Matters
  - b. MOTION TO ADJOURN TO CLOSED SESSION
  - c. BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_
  - d. AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
  - e. ABSENT: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_
  - f. OPENING TIME: \_\_\_\_\_
11. Closed Session
  - a. MOTION TO RECONVENE TO OPEN SESSION
  - b. BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_
  - c. AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
  - d. ABSENT: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_
  - e. CLOSING TIME: \_\_\_\_\_

12. Reconvening to Open Session

- a. Announcement of Action(s) Taken in Closed Session, If Any

13. Adjournment

- a. MOTION TO ADJOURN

b. BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

c. AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

d. ABSENT: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_

e. Adjournment at \_\_\_\_ p.m.