

Temple City Unified School District  
PERSONNEL COMMISSION

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

Unapproved Minutes – Regular Meeting of December 14, 2021

The regular meeting was called to order at 4:03 p.m. by Maria Garner **Call to Order**

**Personnel Commission Members present:**

Maria Garner  
Ann Seitz  
Gina Aparicio

**Administrative Officers Present:**

Dr. Tamar Kataroyan, Assistant Superintendent of Personnel

**Staff Members Present:**

Juris Burgos, Director of Personnel Services  
Lucy Lin, Personnel Technician II  
Lily Marquez, Personnel Technician II  
Isaac Salazar, Personnel Technician I

The pledge of allegiance was led by Maria Garner

**Pledge of Allegiance**

None

**Individuals Wishing to  
Address the  
Commission**

On a motion of Member Seitz, seconded by Member Aparicio on a 3-0 vote, the Personnel Commission approved the minutes of the Regular Meeting of November 16, 2021

**Approval of Minutes of  
Regular Meeting**

On a motion of Member Seitz, seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Registrar – December 1, 2021.

**Eligibility List**

On a motion of Member Seitz, seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Site Office Manager – December 1, 2021.

On a motion of Member Seitz, seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Community Liaison – December 2, 2021.

On a motion of Member Aparicio seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 2122-08 December 8, 2021.

**Personnel Order**

### **Election of Officers**

On a motion of Member Aparicio, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission elects Ann Seitz as Chairperson for a period of one year.

On a motion of Member Seitz, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission elects Gina Aparicio as Vice Chairperson for a period of one year.

On a motion of Member Aparicio, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission elects Juris Burgos, Director of Classified Personnel, as Secretary to the Personnel Commission.

### **Election of Officers**

### **Annual Report 2020-2021**

On a motion of Member Seitz, seconded by Member Garner, and on a 3-0 vote, the Personnel Commission accepts the Annual Report 2020-2021 as presented.

### **Business Matters**

### **Director of Personnel**

Welcome to our final meeting of the year. It's been another tough and challenging year but we are TCUSD and we are strong. Thank you to the Personnel Commission for your service to our classified staff. I want to thank the Personnel staff and Dr K for your hard work.

### **Report from the Director**

Our department continues to be busy. The hiring has not stopped. Isaac Salazar will give you the most current Classified Hiring report:

### **Classified Recruitment Report**

- Will be flying/posting:
  - Noon Duty Aides @ Emperor
  - Child Care Instructor I
  - Library Media Assistant @ Oak
  - We Can Work Coordinator
- Upcoming Examination(s):
  - Paraprofessional PE (rescheduled for after the break)
- Upcoming Interview(s):
  - Paraprofessional Childcare
  - Childcare Instructor II
  - Paraprofessional @ Longden
- Recently Filled Positions:
  - Registrar @ TCHS was a promotion
  - Community Liaison @ Emperor was a promotion
  - Site Office Manager @ Cloverly was a promotion
  - Site Office Manager @ Longden was a new hire

- Completing Reference Checks:
  - Paraprofessional
  - Behavior Intervention Aide

Director of Personnel:

The CSCPA annual conference is coming up and will be held March 6th through 8th at Monterey, CA. There is an early bird registration. Let me know if you will be interested in attending.

Assistant Superintendent of Personnel:

Happy Holidays everyone! Despite the challenges of another unprecedented year, we continue to find joy and blessing every day. I feel fortunate to serve alongside all of you and our team members.

We recognize that there are staffing shortages and are working to get them filled. The two big positions that we are focusing on are the Director of Fiscal Services and Director of Facilities and Maintenance.

Negotiations have begun. There are non-financial items that we are aiming to complete first, as the governor's budget projections will not come out until the end of January. There will be a couple more versions received later on before a final budget is received; Many districts are also in negotiations at this time and relies on the January numbers as a guideline.

We have been pushing hard to get these big items completed in the last couple weeks before we go on break.

Members Aparicio, Seitz and Garner wishes Happy Holidays to all.

On motion of Member Seitz, seconded by Member Aparicio and on a 3-0 vote, the Personnel Commission adjourned to closed session at 4:30 p.m.

On motion of Member Aparicio, seconded by Member Seitz and on a 3-0 vote, the Personnel Commission reconvened to open session at 5:41 p.m. There was no action taken in closed session.

On a motion of Member Seitz, seconded by Member Aparicio, and on a 3-0 vote, the Personnel Commission adjourned the meeting at 5:41 pm.

**Matters from the  
Commission**

**Adjournment to Closed  
Session**

**Reconvene to Open  
Session**

**Adjournment**

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Ann Seitz

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Gina Aparicio

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Maria Garner