

**Temple City Unified School District
PERSONNEL COMMISSION**

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

Unapproved Minutes – Regular Meeting of September 19, 2023

The regular meeting was called to order at 4:02 pm by Gina Aparicio.

Call to Order

Personnel Commission Members present:

Gina Aparicio
Maria Garner

Staff Members Present:

Juris Burgos, Director of HR
Lucy Lin, Personnel Technician II
Isaac Salazar, Personnel Technician I
Jennifer Flores, District Receptionist

The pledge of allegiance was led by Maria Garner.

Pledge of Allegiance

None.

**Individuals Wishing to
Address the Commission
Approval of Minutes of
Regular Meeting**

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 August 15, 2023, with the correction of Juris Burgos, Director of HR, being added to the list of Staff Members Present.

On a motion of Member Garner, seconded by Member Aparicio, and on a 2-0 vote, the Personnel Commission received the Personnel Order 2324-04 – September 13, 2023.

Personnel Order

There was discussion on the Longden Office Assistant I, Office Assistant II, and Working Out Of Classification Site Office Manager positions, the DDSLC Office Assistant II position, split assignments, FTE increases, and hiring substitutes.

Juris Burgos reported the following:

Report from the Director

- Open Enrollment for Health and Welfare Benefits is from September 18, 2023, to October 13, 2023. In-person and virtual appointments are available.
- Thanked Lucy Lin for setting up Open Enrollment.
- Working on the California Statewide Assignment Accountability System (CalSAAS) report.
- Classification and Compensation Study is estimated to begin in November 2023. A Request for Proposal (RFP) meeting will

Unapproved Minutes for the Regular Meeting September 19, 2023

take place to hire an outside consultant.

- Stacy Ayers held a Site Office Manager Meeting, which was very productive. Monthly Site Office Manager meetings will occur.
- Planning for the November 1, 2023, Professional Development Day is taking place.
- The California School Personnel Commissioners Association (CSPCA) conference is March 3-5, 2024, in Monterey, CA. Registration is now open.

Isaac Salazar provided the classified recruitment report and vacancies.

There was a discussion on the cooperation of local Personnel Commissions in regard to exam raters.

Matters from the Commission:

The Personnel Commissioners gave special thanks to the Human Resources Team for their hard work.

Adjournment

On a motion of Member Aparicio, seconded by Member Garner, and on a 2-0 vote, the Personnel Commission adjourned the meeting at 4:31 pm.

Matters from the Commission

Adjournment

N/A
Ann Seitz

Gina Aparicio

Maria Garner