

**GLENDALE UNIFIED SCHOOL DISTRICT
Personnel Commission**

Minutes of the Meeting of April 24, 2023

The meeting was called to order by Mr. Khoury at 4:00 p.m. The Pledge of Allegiance was led by Mr. Khoury.

PRESENT Mr. Khoury, and Ms. Reyes, Commissioners
John W. Gonzales, Assistant Director of Classified Personnel

COMMENTS FROM THE AUDIENCE

John Gonzales introduced Manik Aidie as the new Human Resources Analyst. He commented that Ms. Aidie has a strong background in Human Resources with several years of experience. Most recently she was an Assignment Coordinator – Personnel Technician with the Los Angeles Unified School District.

APPROVAL OF THE MINUTES

Minutes of March 31, 2023

Ms. Reyes moved, and Mr. Khoury seconded to approve the Minutes of March 31, 2023. The motion passed unanimously.

DISCUSSION – PERSONNEL COMMISSION BUDGET 2023-2024

Mr. Gonzales explained the increase in the budget is due to reclassifications in the department. The Typist Clerk IIIs are now Human Resources Associates. Also, the Typist Clerk III Confidential is now Human Resources Specialist Confidential, and the Human Resources Specialist is now Human Resources Specialist Confidential. He also explained the increase including an ongoing 8% increase in employee benefits. Mr. Gonzales mentioned the budget amount under equipment is due to the acquisition of a fingerprint machine.

CLASSIFICATION ACTION

A. Reclassification

1. Recommendations

Ms. Reyes moved, and Mr. Khoury seconded to approve the Reclassification Recommendations. The motion passed unanimously.

EXAMINATIONS

- A. Eligibility Lists
 - 1. Nutrition Services Driver 2228 – Merged 04/11/23
 - 2. Plumber – 2245 04/21/23
 - 3. Wellness Educator – 2253 04/18/23

Ms. Reyes moved, Mr. Khoury seconded to approve the Eligibility Lists. The motion passed unanimously.

B. Fields of Competition

- 1. April 3, 2023, through April 23, 2023
 - a. Director, Student Wellness Services 2258
- 2. Open Until Sufficient Number of Applications are Received
 - a. Payroll Supervisor 2254
 - b. Special Education Assistant 2259

The Commissioners noted the Fields of Competition.

NEXT MEETING

The date of the next regularly scheduled Personnel Commission meeting has been rescheduled to Friday, May 26, 2023.

ADJOURNMENT

The meeting was adjourned at 4:06 p.m.