

GLENDALE UNIFIED SCHOOL DISTRICT
Personnel Commission
Minutes of the Meeting of July 13, 2022

The meeting was called to order by Mr. Khoury at 4:04 p.m. The Pledge of Allegiance was led by John Gonzales.

PRESENT Mr. Khoury, Mr. Ordubegian, and Mr. Emmons, Commissioners
John Gonzales, Assistant Director of Classified Personnel

COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

APPROVAL OF THE MINUTES

Minutes of June 7, 2022
Minutes of June 28, 2022

Mr. Ordubegian moved, and Mr. Emmons seconded, to approve the minutes of June 7, 2022 and June 28, 2022. The motion passed unanimously.

DISCUSSION – PERSONNEL COMMISSION RULES & REGULATIONS 4500.2.3

A. Rule of Three Ranks

Mr. Khoury asked John Gonzales to speak to this item.

John Gonzales explained a classified employee requested to agendaize the topic of the “Rule of Three Ranks,” John Gonzales said he met with the employee and explained the Rule of Three Ranks since he had asked the question at the previous Personnel Commission meeting.

At that meeting Mr. Gonzales stated that he would meet with the employee which he did on July 1st. Mr. Gonzales explained that rank is made up of individual scores, in which Rank #1 would be the highest, followed by Rank #2, then Rank #3 and so forth.

Mr. Gonzales stated that per Personnel Commission Rules, the Human Resources Department invites the first three ranks per each vacancy. He also explained that sometimes there is a tie in a rank and in that case, Human Resources would certify more than one person per rank.

Mr. Khoury asked if there were three individuals that scored 90 and two individuals that scored 80, would they all be invited? Mr. Gonzales responded, yes.

DISCUSSION – PERSONNEL COMMISSION RULES & REGULATIONS 4500.2.3 – Cont.

Mr. Ordubegian commented that he had read the rules that were included in the Personnel Commission packet and said that Mr. Gonzales’ explanation enhanced with what was written in the rules.

John Gonzales mentioned that the individual who requested to agendize this item was not present at the meeting and he would be more than happy to meet with him to discuss if that is what the employee wants.

Jimmy Mueckay, Locksmith asked what job title was the question about.

John Gonzales said that this rule applies to all classifications with the exception of senior management positions.

Diana Espiritu, Administrative Secretary, thanked John Gonzales for explaining the process so she could share the information with other employees, if needed.

Alibert Varguez, Maintenance Worker I, asked John Gonzales if the employee’s request was about him or somebody else.

John Gonzales said that the question was asked by an individual and that he would only address the individual’s specific case with him, but the general topic could be presented to all.

EXAMINATIONS

A. Eligibility Lists

- | | | |
|----|---|------------|
| 1. | Assistant Operations Coordinator – 2196 | 07/08/2022 |
| 2. | Behavior Intervention Assistant – 2216 | 05/27/2022 |
| 3. | Education Assistant-Intensive Support – 2215 | 05/27/2022 |
| 4. | Mgr. Cafeteria, Secondary School (Transport) – 2210 | 07/07/2022 |
| 5. | Mgr. Cafeteria, Secondary School (Non-Transport) – 2211 | 07/07/2022 |

Mr. Ordubegian moved, and Mr. Emmons seconded, to approve the Eligibility Lists. The motion passed unanimously.

EXAMINATIONS - Cont.

B. Fields of Competition

1. June 17, 2022, through July 8, 2022
 - a. Human Resources/Credentials Technician 2227

2. June 23, 2022, through July 15, 2022
 - a. Nutrition Services Driver 2228

3. June 27, 2022, through July 18, 2022
 - a. Psychological Services Provider 2229

4. July 1, 2022, through July 22, 2022
 - a. Payroll Technician 2230

The Commissioners noted the Fields of Competition.

NEXT MEETING – DISCUSSION AB 361

The date of the next regularly scheduled Personnel Commission meeting is Tuesday, August 16, 2022 at 4:00 p.m. Mr. Khoury mentioned that he would be out of the country on that date.

AB 361 extends the authority of legislative bodies including school district governing boards, to hold electronic meetings if the board has determined that it is necessary for health and safety to meet electronically and the board affirms this determination every 30 days.

Mr. Ordubegian asked if it could be possible to hold the Personnel Commission meetings in person and remotely at the same time.

John Gonzales said that he will discuss it with Dr. Watson.

Mr. Ordubegian moved to continue to have the meeting remotely. Mr. Emmons seconded. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 4:20 p.m.