

**GLENDALE UNIFIED SCHOOL DISTRICT
Personnel Commission**

Minutes of the Meeting of September 9, 2014

The meeting was called to order by Mr. Myers at 4:00 p.m. in the Board Room of the Administration Center. The Pledge of Allegiance was led by Mr. Gonzales.

PRESENT Mr. Myers, Mr. Slack, and Mr. Davis, Commissioners
Dr. Maria G. Gandra, Director, Classified Personnel

COMMENTS FROM THE AUDIENCE

Dr. Maria G. Gandra, Assistant Superintendent, Human Resources, presented to the Commissioners the new CSEA President for Glendale Chapter 3, Ms. Sharon Mark. Dr. Gandra also introduced Ms. Karin Bashian as the CSEA Treasurer for Glendale Chapter 3.

APPROVAL OF THE MINUTES

Minutes of the Meeting of August 5, 2014

Mr. Slack moved, and Mr. Davis seconded, to approve the minutes of August 5, 2014. The motion passed unanimously.

DISCUSSION - REVISIONS TO SECTIONS 4700.08.3 AND 4700.8.4 OF THE PERSONNEL COMMISSION RULES AND REGULATIONS OF THE CLASSIFIED SERVICE.

Mr. Myers moved, and Mr. Slack seconded to approve changes made to Section 4700.8.3.C of the Personnel Commission Rules and Regulations of the Classified Service. The motion passed unanimously.

DISCUSSION - HUMAN RESOURCES REORGANIZATION

Dr. Gandra presented the proposed reorganization of the Classified section of the Human Resources Department which included the reestablishing of the Personnel Analyst II to Human Resources Analyst II and a new Human Resources Technician position. The Commissioners noted the Human Resources Reorganization.

CLASSIFICATION ACTION

1. Revisions to Class Description
 - a. Chief Business & Financial Officer
 - b. Director, Financial Services and Fixed Asset Management
 - c. Personnel Analyst II
 - d. Personnel Analyst I

Personnel Commission Minutes
September 9, 2014
Page 2

Mr. Myers moved, and Mr. Davis seconded to approve the Revisions to Class Description. The motion passed unanimously.

2. Establishment of a New Classification
 - a. Human Resources Technician

Mr. Slack moved, and Mr. Davis seconded to approve the Establishment of a New Classification. The motion passed unanimously.

CLASSIFICATION REVIEW COMMITTEE

- a. Recommendations

Mr. Davis moved, and Mr. Slack seconded to approve the Recommendations of the Classification Review Committee. The motion passed unanimously.

EXAMINATIONS

A. Fields of Competition

1. August 19, 2014 through September 10, 2014
 - a. Assistant Physically Handicapped 1888
2. Open Continuously
 - a. Cafeteria Worker I 1887

The Commissioners noted the Fields of Competition.

NEXT MEETING

The date of the next regular Personnel Commission meeting is scheduled for Monday, October 6, 2014, at 4:00 p.m. in the Board Room of the Administration Center.

CLOSED SESSION

1. Personnel matters pertaining to the appointment, employment or evaluation of school based and non-school based employees pursuant to Government Code 54957.
2. Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code 54957.

The Commissioners recessed to Closed Session at 4:20 p.m.

Personnel Commission Minutes
September 9, 2014
Page 3

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.