

**GLENDALE UNIFIED SCHOOL DISTRICT  
Personnel Commission**

**Minutes of the Meeting of November 21, 2017**

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 Dr. Foley.

**PRESENT** Mr. Myers, Mr. Emmons, and Mr. Ordubegian, Commissioners  
Dr. Cynthia M. Foley, Director, Classified Personnel

**COMMENTS FROM THE AUDIENCE**

There were no comments from the audience.

**APPROVAL OF THE MINUTES**

Minutes of the Meeting of October 18, 2017

Mr. Ordubegian moved, and Mr. Emmons seconded, to approve the minutes of October 18, 2017. The motion passed unanimously.

**CLASSIFICATION ACTION**

- A. Establishment of New Classifications
1. Elementary Yard Duty Leader
  2. Senior Heating, Ventilation & Air Conditioning Mechanic

Mr. Ordubegian moved, and Mr. Emmons seconded, to approve the Establishment of New Classifications. The motion passed unanimously.

**CLASSIFICATION REVIEW COMMITTEE**

- A. Recommendations

The Commissioners noted the Recommendations from the Classification Review Committee.

**Personnel Commission Minutes**  
**November 21, 2017**  
**Page 2**

**EXAMINATIONS**

A. Eligibility Lists

- |    |   |            |
|----|---|------------|
| 1. | Education Assistant I                           | 11/01/2017 |
| 2. | Typist Clerk II                                 | 10/27/2017 |
| 3. | Maintenance Worker II - Final Extension through | 02/25/2018 |

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

B. Fields of Competition

- |    |  |      |
|----|--|------|
| 1. | <u>Extended through November 10, 2017</u>                        |      |
| a. | Locksmith  | 2014 |
| 2. | <u>October 19, 2017 through November 9, 2017</u>                 |      |
| a. | Cafeteria Worker I   | 2017 |
| 3. | <u>Open Until Sufficient Number of Applications are Received</u> |      |
| a. | Physical Education Assistant                                     | 2016 |
| b. | Education Assistant ASES/RAP Site Leader                         | 2018 |
| c. | Electronics Technician   | 2019 |

The Commissioners noted the Fields of Competition.

**NEXT MEETING**

The date of the next regularly Personnel Commission meeting is scheduled for Monday, December 18, 2017 at 4:00 p.m. in the Board Room of the Administration Center.

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

**ADJOURNMENT**

The meeting was adjourned at 4:50 p.m.