

A G E N D A

of a Regular Meeting of the Personnel Commission  
of the GLENDORA UNIFIED SCHOOL DISTRICT

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY:** Any individual with a disability who requires reasonable accommodation to participate in a Commission meeting, may request assistance by contacting the Superintendent's Office, at the address below, or 626-963-1611 ext. 312, Fax: 626-335-2196.  
**PUBLIC WRITINGS ACT:** Public record agenda documents for Commission meetings may be obtained in the Personnel Office at the address below.

May 21, 2019

Board Room  
Educational Services Center  
500 North Loraine Avenue, Glendora

4:00 p.m. Regular Meeting

I -- PRELIMINARY

- A. CALL to ORDER
- B. PLEDGE of ALLEGIANCE to the FLAG
- C. ROLL CALL
- D. AGENDA: It is recommended that the agenda for the meeting be adopted as presented. ACTION
- E. MINUTES: The minutes of the regular meeting of April 16, 2019 are submitted for approval. ACTION

II -- COMMUNICATIONS

III – COMMISSION SECRETARY'S REPORT

IV -- FIRST HEARING PERIOD

(To speak to an item on the agenda)

Speakers to agenda items may address only items that are within the subject matter jurisdiction of the Commission. Time allotted for such presentations is limited to 5 minutes. Total time allotted for public input on agenda items is limited to 20 minutes.

*Agenda of a Regular Meeting of the Personnel Commission – 5/21/2019*

V -- ITEMS for ACTION, STUDY, or INFORMATION

A. PUBLIC HEARING: In compliance with Education Code 45253, a public hearing will be held to provide interested parties an opportunity to present their views on the proposed Personnel Commission budget. At the close of the hearing, the Commission will adopt its budget for the 2019-2020 fiscal year (page 3). ACTION

B. ELIGIBILITY LIST: Ratification is requested of the eligibility lists for the following classifications: ACTION

Nutrition Services Manager II,  
-established April 23, 2019

Nutrition Services Associate Senior,  
-established May 7, 2019

VI -- SECOND HEARING PERIOD

Speakers to non-agenda items may address only items that are within the subject matter jurisdiction of the Commission. Time allotted for such presentations is limited to 5 minutes. Total time allotted for public input on non-agenda items is limited to 20 minutes.

VII -- MOTIONS to RECONSIDER

VIII -- ITEMS of GENERAL DISCUSSION

IX -- CLOSED SESSION

A closed session will be held, if necessary, to discuss personnel matters including classification/reclassification, change of job titles, possible litigation, salary range placements, employee discipline/dismissal/release, and/or to discuss appeals to the Commission under the Personnel Commission Rules and Regulations.

X -- ADJOURNMENT

**Annual Financial and Budget Report  
Fiscal Year 2019-2020**

Name of Local Educational Agency: Glendora Unified School District

Expenditure by Object	2017-2018 Actual*	2018-2019 Actual or Estimated*	2019-2020 Budget*
<b>2000 Classified Salaries <sup>(1)</sup></b>			
Commission Members <sup>(2)</sup>	\$ 1,100.00	\$ 1,100.00	\$ 1,200.00
Director	44,655.00	46,410.00	47,388.00
Secretaries, Clerks	68,500.00	69,870.00	71,267.00
Other			
<b>3000 Employee Benefits</b>	33,500.00	34,505.00	36,230.00
<b>Subtotal</b>	147,755.00	151,885.00	156,085.00
<b>4000 Supplies and Equipment Replacement</b>	300.00	300.00	300.00
<b>5000 Operating Expenses</b>	10,350.00	15,700.00	17,250.00
<b>6000 Equipment</b>			
<b>Subtotal</b>	10,650.00	16,000.00	17,550.00
<b>Appropriation for Contingencies <sup>(3)</sup></b>			
<b>Total Expenditures</b>	\$ 158,405.00	\$ 167,885.00	\$ 173,635.00

\* Round to the nearest dollar.

(1) Include expenditures only directly attributable to the activities of the Commission and their employees. **For example:** salaries of administrators having a line responsibility for all district operations **should not** be prorated even though some time may be spent working with the personnel director.

(2) Salaries for Commission members should not be included without prior and specific authorization by the Governing Board. (Education Code Section 45250)

(3) Include in Appropriation for Contingencies only amounts that may seem necessary for unforeseen requirements.