

GARDEN GROVE UNIFIED SCHOOL DISTRICT
Personnel Commission Meeting

Education Center - Fifth Floor Board Room
10331 Stanford Avenue, Garden Grove, CA
September 4, 2013 – 5:00 P.M.

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MINUTES OF THE REGULAR MEETING OF August 7, 2013***
- 4. AUDIENCE** – This is the public’s opportunity to address the Commission on items not on the agenda. The public will have an opportunity for comment on agenda items as those items are discussed.
- 5. CORRESPONDENCE AND COMMUNICATIONS**
 - ⇒ Classified Personnel Report – 08/20/13
 - ⇒ Classified Personnel Report – 09/03/13
- 6. APPROVAL OF CLASSIFICATION ACTIONS***
 - 6.1 Classification Descriptions Revisions – Elementary School Secretary, Intermediate School Secretary, Personnel Secretary, Secretary III, and Senior School Secretary
- 7. ORDERING OF EXAMINATIONS***
 - 7.1 Building Maintenance Worker Promotional
 - 7.2 Elementary/Intermediate School Secretary Promotional
 - 7.3 Fiscal Services Coordinator Promotional
- 8. RATIFICATION OF ELIGIBILITY LISTS***
 - 8.1 Claims Adjuster I Open
 - 8.2 Health Assistant (Extension) Open
 - 8.3 Lead Translator-Interpreter – Bilingual Spanish Open
- 9. ADMINISTRATION AND POLICY**
 - 9.2 Director’s Report
- 10. OTHER BUSINESS**
 - 10.1 Commissioners
 - 10.2 Next Personnel Commission Meeting
- 11. ADJOURNMENT OF REGULAR MEETING**

***DENOTES ACTION TO BE TAKEN**

Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services, in order to participate in a personnel commission meeting, shall contact the Office of Personnel Services by noon on the Monday before the scheduled meeting. Requests shall be made by calling (714) 663-6368 or by fax to (714) 663-6500.