

## MINUTES

**Regular Meeting**  
**Tuesday, February 10, 2009 – 4:15 p.m.**  
**Board Room – District Office**

### 1.0 CALL TO ORDER

The meeting of the Personnel Commission of the Anaheim Union High School District was called to order by Chairperson Speed Castillo at 4:15 p.m.

### 2.0 ROLL CALL

Present: Speed Castillo, Chairperson, Audrey Cherep, Vice Chairperson, Ron Costello, Commissioner, and Victoria Wintering, Executive Director.

### 3.0 PLEDGE OF ALLEGIANCE

Personnel Commission Chairperson Speed Castillo led the Pledge of Allegiance to the Flag of the United States of America.

### 4.0 PUBLIC COMMENTS

1. Sean Cho, Computer Lab Tech, wanted more information as to why he was not considered to test for Technology Service Technician, while others were considered. Dr. Victoria Wintering discussed the quantitative and qualitative job analysis methodologies used and the results of the factorial analysis that determined the eligible candidates.
2. Jack Janec, Maintenance Electrician, was concerned with rule 8.1.3 Unscheduled Exams and Return to Work, specifically as to whether the term "reasonable cause" is a legal term or subjective term. Dr. Wintering explained that the reason would have to be very compelling for an employee to be asked to undergo a physical exam. Mr. Janec was also concerned with rule 8.3.4 Oath of Allegiance. He wanted to know who was required to take the oath of allegiance. Dr. Wintering explained that every employee needs to sign the Oath of Allegiance.

### 5.0 GENERAL FUNCTIONS

- 5.1 On the motion of Mr. Costello, duly seconded and unanimously carried, the Personnel Commission adopted the agenda.
- 5.2 On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission approved the minutes of the regular meeting of January 13, 2009.
- 5.3 Budget update by Dr. Farley. He reported on upcoming budget cuts.
- 5.4 Communication
  - None

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### 6.0 SELECTION PROCESS

- 6.1 List of Current Recruitments (Test Plan)
- 6.2 Certification/ratification of eligibility lists

On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission certified eligibility lists for Athletic Facilities Worker II and Human Resources Assistant.

### 7.0 CLASSIFICATION AND SALARY

- 7.1 On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission approved the job classification of Computer Lab Assistant, at salary range 47, CSEA.
- 7.2 On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission approved the reallocation of Celia B. Chen, Sean Cho, Maria Lessard, and Peggy Ross from Computer Lab Technician to Computer Lab Assistant. Salary Range 47, CSEA, and will be Y rated, effective February 11, 2009.
- 7.3 On the motion of Mr. Costello, duly seconded and unanimously carried, the Personnel Commission approved the job classification of Technology Service Technician, at salary range 57, AFSCME.
- 7.4 On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission approved the reallocation of James Barry, Carlos Coles, Adolfo Marrero, and Donovan Small from Computer Lab Technician to Technology Service Technician. Salary Range 57, AFSCME, at their current step, effective February 11, 2009.
- 7.5 On the motion of Ms. Cherep, duly seconded and unanimously carried, the Personnel Commission approved to abolish the job classification of Computer Lab Technician, salary range 54, CSEA.

### 8.0 RULES AND REGULATIONS

- 8.1 On the motion of Mr. Costello, duly seconded and unanimously carried, following discussion, the Personnel Commission approved Classified Personnel Employees Handbook Chapter 7, with the recommended changes.
- 8.2 Classified Personnel Employees Handbook Chapter 8, First Reading.

### 9.0 CHARGES AND HEARINGS

None

### 10.0 OTHER

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10.1 Unfinished Business

10.2 Commissioner's Comments

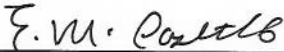
Mr. Jack Janec attended the CSPCA meeting in San Diego and made some general comments regarding his experience per request of Mr. Castillo.

11.0 **NEXT REGULAR MEETING**

Date: **Tuesday, March 12, 2009**  
Time: 4:15 p.m.  
Location Board Room

12.0 **ADJOURNMENT**

The Personnel Commission adjourned the meeting at 4:46 p.m.

  
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Speed Castillo, Chairperson