Minutes of the Meeting of the Personnel Commission
June 1, 2004

CALL TO ORDER	The meeting was called to order by Dr. Klonecky at 3:30 p.m.
PRESENT	Personnel Commissioners: Dr. Harold M. Klonecky Dr. Owen H. Griffith Mr. Steven M. Busch Dr. Donald R. McCann, Director-Personnel Commission Ms. Kris Koga, Personnel Analyst
PLACE AND DATE OF MEETING	Torrance Unified School District Board Room, 2336 Plaza del Amo, Torrance, June 1, 2004.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was led by Mr. Busch.
APPROVAL OF MINUTES – May 18, 2004	Mr. Busch moved, seconded by Dr. Griffith, that the minutes of the regular meeting of May 18, 2004 be approved. Motion carried 3/0.
APPROVAL OF ELIGIBILITY LIST- Instructional Assistant-Bilingual (Vietnamese and Korean)	Dr. Griffith moved, seconded by Mr. Busch, that the Eligibility List – Instructional Assistant-Bilingual (Vietnamese and Korean) be approved: Motion carried 3/0.
APPROVAL OF 2004-2005 PERSONNEL COMMISSION CONVERENCE AUTHORIZATION	Mr. Busch moved, seconded by Dr. Griffith, that the 2004-2005 Personnel Commission Conference Attendance Authorization be approved: Motion carried 3/0.
INFORMATION ITEMS	Job Announcements – High School Site Supervisor; Instructional Assistant-Bilingual (Cambodian, Chinese-Mandarin/Cantonese, Japanese, Korean, Pilipino, Spanish and Vietnamese); and Grounds Maintenance Worker. Next Regular Commission Meeting: June 15, 2004 at 3:30 p.m. – District Office Board Room
ADJOURNMENT	The meeting was adjourned at 4:00 p.m.