

**Minutes of the Regular Meeting of the Personnel Commission  
October 21, 2003**

<b>CALL TO ORDER PRESENT</b>	The meeting was called to order by Dr. Klonecky at 5:35 p.m. Personnel Commissioners:  Dr. Harold M. Klonecky Mrs. Geraldine B. McCalman Dr. Owen H. Griffith  Dr. Donald R. McCann Ms. Kris Koga, Personnel Analyst
<b>PLACE AND DATE OF MEETING</b>	Torrance Unified School District Board Room, 2336 Plaza del Amo, Torrance, October 21, 2003.
<b>PLEDGE OF ALLEGIANCE</b>	The Pledge of Allegiance was led by Ms. Koga.
<b>APPROVAL OF MINUTES 10/7/03</b>	Dr. Griffith moved, seconded by Mrs. McCalman, that the minutes of the regular meeting of October 7, 2003 be approved. Motion carried 3/0.
<b>APPROVAL OF ELIGIBILITY LIST</b>	Mrs. McCalman moved, seconded by Dr. Griffith, that the eligibility list for Management Information Systems and Research Technician be approved. Motion carried 3/0.
<b>APPROVAL OF FIRST READING – PROPOSED REVISION TO CHAPTER 20, RULES AND REGULATIONS</b>	Mrs. McCalman moved, seconded by Dr. Griffith, that the First Reading of the Proposed Revision to Chapter 20 Rules and Regulations be approved as submitted. Motion carried 3/0.
<b>INFORMATIONAL ITEMS</b>	Next Commission meeting – November 4, 2003, 5:30 p.m., District Board Room.
<b>COMMENTS FROM STAFF</b>	Dr. McCann noted that the California State Personnel Commissioners Association (CSPCA) Executive Director, Jack Hayes, called and requested 500 copies of the Torrance Unified School District Personnel Commission Handbook. The CSPCA agreed to pay printing and shipping costs associated with the distribution of the handbook at their annual conference held during January 2004 in Sacramento. Mr. Hayes commented that the TUSD Personnel Commission Handbook is viewed as the “Gold Standard” model throughout the state.
<b>ADJOURNMENT</b>	Meeting adjourned at 5:53 p.m.