

**Minutes of the Regular Meeting of the Personnel Commission
November 2, 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 Personnel Commission Conference
Room, 2335 Plaza del Amo, Torrance, November 2, 2004.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was led by Mr. Busch.

**APPROVAL OF MINUTES
–Regular Meeting of
November 2, 2004** Dr. Griffith moved, seconded by Mr. Busch, that the Minutes of the
Regular Meeting of November 2, 2004, be approved. Motion carried 3/0.

**APPROVAL OF
ELIGIBILITY LISTS – Food
Services Assistant and
Paraeducator-Tier I/Tier II** Mr. Busch moved, seconded by Dr. Griffith, that the Eligibility Lists – Food
Services Assistant and Paraeducator-Tier I/Tier II be approved. Motion
carried 3/0.

INFORMATION ITEMS Next Regular Commission Meetings:
November 16, 2004, 3:30 p.m. – District Office Board Room

Job Announcement: Child Development Instructor (Deadline Extended)

COMMENTS FROM STAFF Dr. McCann noted that the Personnel Commission was in receipt of a
Legal Services Invoice Regarding Merit System Ballot Measure from
Attorney Betty Ann Downing. Dr. Klonecky requested that the item be
placed on the next agenda of the Personnel Commission for approval.

**COMMENTS FROM
COMMISSIONERS** Dr. Griffith noted that the Board of Education, at its meeting on
November 1, 2004, unanimously approved his reappointment to the
Personnel Commission for a three-year term commencing December 1,
2004 and ending December 1, 2007 (Personnel Commission Rule 2.1.1.3)

Dr. McCann noted that the Oath of Office and Election of Officers
(Personnel Commission Rule 2.1.5) would be held on the December 7,
2004 meeting.

Dr. Klonecky presented Kris Koga with her 20 Years of Accredited Service
Award Certificate and Pin from the Torrance Unified School District.

Mr. Busch announced that after 36 years as a Probation Officer with the
County of Los Angeles, he plans to retire in January 2005.

ADJOURNMENT The meeting was adjourned 3:55 p.m.