

**Minutes of the Regular Meeting of the Personnel Commission
March 1, 2005**

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

Ms. Kris Koga, Director-Personnel Commission
Mrs. Bev Mautino, Personnel Analyst

PLACE AND DATE OF MEETING Torrance Unified School District Board Room, 2336 Plaza del Amo, Torrance, March 1, 2005.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was led by Dr. Griffith.

APPROVAL OF MINUTES –Regular Meeting of February 15, 2005 and Special Meetings of February 18 and 22, 2005 Mr. Busch moved, seconded by Dr. Griffith, that the Minutes of the Regular Meeting of February 15, 2005 and the Special Meetings of February 18 and 22, 2005 be approved. Motion carried 3/0.

APPROVAL OF REVISION OF JOB DESCRIPTION – Human Resources System (HRS) Technician Mr. Busch moved, seconded by Dr. Griffith, that the Revision of Job Description-Human Resources System (HRS) Technician be approved. Motion carried 3/0.

APPROVAL OF ELIGIBILITY LISTS – HVAC Mechanic, Locksmith and Plumber Mr. Busch moved, seconded by Dr. Griffith, that the Eligibility Lists – HVAC Mechanic, Locksmith and Plumber be approved. Motion carried 3/0.

APPROVAL OF RENEWAL OF INDEPENDENT CONTRACT FOR RECLASSIFICATION STUDY Dr. Griffith moved, seconded by Mr. Busch, that the Renewal of Independent Contract for Reclassification Study be approved. Motion carried 3/0.

INFORMATION ITEMS Job Announcements:
Associate Personnel Analyst and Campus Security.

Next Commission Meeting:
March 15, 2005, 3:30 p.m. – District Office Board Room.

COMMENTS FROM STAFF Ms. Koga reported on information received from the Superintendent at a meeting on February 23, 2005. (Attachment #1) Personnel Commissioners then directed Ms. Koga to contact Legal Counsel, Betty Ann Downing, concerning this new development from the proponents (Rick Marshall, Steve Hemingway, Newton Young). The Personnel Commissioners agreed that Betty Ann Downing, Legal Counsel, should be invited to attend the Board of Education meeting of March 7, 2005 and to continue as legal counsel for the Personnel Commission throughout this process.

- COMMENTS FROM STAFF**
Continued: The Biography (Kris Koga) of the new Director-Personnel Commission was sent to the Superintendent and Executive Director of the California School Personnel Commissioners Association (CSPCA) upon Commission approval. (Attachment #2)
- COMMENTS FROM COMMISSIONERS**
- Mr. Busch requested clarification concerning the temporary assignment of Dr. Seals.
- Ms. Koga noted that during the meeting with the Superintendent on February 23, 2005, she informed Dr. Fish that the Minutes of the February 15, 2005 meeting of the Personnel Commission had been sent out containing an inquiry of Dr. Seal's temporary assignment. Dr. Fish noted that Dr. Seal was hired by Tech5 and that the District in turn paid Tech5 for contracted services. He further added that Dr. Seal was not a classified employee and would probably complete his assignment in a month or soon thereafter. (Attachment #3)
- COMMENTS FROM THOSE IN ATTENDANCE**
- Mr. Rich Sloan, Chapter 19, CSEA 2nd Vice President, agreed that the Commission's legal counsel attendance at the Board of Education meeting would serve to assist Board members in obtaining accurate election code information.
- ADJOURNMENT** The meeting was adjourned 4:15 p.m.