

**Minutes of the Regular Meeting of the Personnel Commission
May 17, 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
Mr. Walt Heath, Associate Personnel Analyst
- PLACE AND DATE
OF MEETING** Torrance Unified School District Office Board Room, 2336 Plaza del Amo,
Torrance, May 17, 2005.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was led by Ms. Koga.
- APPROVAL OF MINUTES
–Regular Meeting of
May 3, 2005.** Dr. Griffith moved, seconded by Mr. Busch, that the Minutes of the
Regular Meeting of May 3, 2005 be approved. Motion carried 3/0.
- APPROVAL OF
ELIGIBILITY LISTS –
Carpenter and Painter** Mr. Busch moved, seconded by Dr. Griffith, that the Eligibility Lists –
Carpenter and Painter be approved. Motion carried 3/0.
- APRIL 5 LETTER
REGARDING
REQUIREMENTS OF
EDUCATION CODE** Ms. Koga noted that in the March 23, 2005 Daily Breeze, Education
Writer, Ian Hanigan wrote “Marcia Ventura, a spokeswoman for the Los
Angeles County Registrar-Recorder’s Office, said that translates into 50
percent of the votes cast, plus one.” (Article attached)
- Subsequent to this article, a letter dated April 5, 2005 was sent to the
Registrar-Recorder/County Clerk Conny B. McCormack seeking correction
of that misinformation. (Letter attached)
- Ms. Koga pointed out an excerpt from the letter from Registrar-
Recorder/County Clerk Conny B. McCormack dated April 29, 2005 (see
attached):
- “We are aware of the requirements cited in your April 5 letter
than an initiative ballot measure on the subject of termination of a
school district merit system would require a majority “yes” of the
total number of registered voters within the District.
Our media spokesperson’s misunderstanding of this requirement
arose from the unusual nature of a “supermajority” requirement.”**
- Mr. Busch requested that a copy of this letter be forwarded to the
Education Writer of the Daily Breeze, Ian Hanigan, and City Clerk Sue
Herbers for the City of Torrance.
- APPROVAL TO RENEWAL
OF CONTRACT FOR
RECLASSIFICATION
STUDY** Mr. Busch moved, seconded by Dr. Griffith, that the Contract for
Reclassification Study be approved. Motion carried 3/0.

APPROVAL OF REVISION OF JOB DESCRIPTION – Paraeducator-Tier I/Tier II

The following employees addressed the Commission concerning this item:

1. Aaron Benton, Director-Special Education, described the recommended changes noting that a Paraeducator Committee (representatives from each school site) had also reviewed the recommendations.
2. Kathy Kelly, Paraeducator and member of Paraeducator Committee suggested that further study of changes was needed.
3. Roberta Beylea, Paraeducator, described the special needs of many of the students Paraeducators served.
4. Tony Hernandez, CSEA, suggested that Paraeducators needed union representation.
5. Kathy Gates, Paraeducator, agreed that further study of the job description was needed before approval.
6. Elaine Wixon, Paraeducator, agreed that further study of the job description was needed before approval.
7. Claudia Noble, Paraeducator, agreed that further study of the job description was needed before approval.

After hearing from all speakers, Commissioners tabled approval of this item until the next meeting. It was suggested that the Committee further study the recommendations and continue discussions with Aaron Benton.

INFORMATION ITEMS

Next Commission Meeting:
June 7, 2005, 3:30 p.m. – District Office Board Room.

COMMENTS FROM STAFF

Ms. Koga reported that staff was regulating permanent placements and that the four (4) custodian placements were now complete. Additionally, eligibility lists now being sent out are monitored for continued compliance with rules and regulations of the Personnel Commission.

Personnel Commissioners commended staff efforts to ensure that classified employees receive the benefits of permanency (i.e., salary step increases, health insurance and PERS Retirement benefits).

MOTION TO ADD CLOSED SESSION ITEM

Dr. Griffith moved, seconded by Mr. Busch, that the Commission move into Closed Session with no intended action taken. Motion carried 3/0.

ADJOURNMENT

The meeting was adjourned 5:28 p.m.