

**Minutes of the Regular Meeting of the Personnel Commission
February 21, 2006**

CALL TO ORDER The meeting was called to order by Dr. Klonecky at 4:30 p.m.

PRESENT Personnel Commissioners:
Dr. Harold M. Klonecky
Dr. Owen H. Griffith
Mr. Steven M. Busch

Dr. Kris Koga, Director-Personnel Commission
Mrs. Hiroko Sumi, Staff Assistant

**PLACE AND DATE
OF MEETING** Torrance Unified School District Conference Room, 2335 Plaza del Amo,
Torrance, February 21, 2006.

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

**APPROVAL OF MINUTES
–Regular Meeting of
February 7, 2006** Mr. Busch moved, seconded by Dr. Griffith, that the Minutes of the
Regular Meeting of February 7, 2006 be approved. Motion carried 3/0.

**APPROVAL OF
ELIGIBILITY LISTS –
Benefits Specialist,
Custodian, Information
Technologies Technician,
Mechanic-Bus Driver,
Stock Delivery Clerk** Dr. Griffith moved, seconded by Mr. Busch, that the Eligibility Lists –
Benefits Specialist, Custodian, Information Technologies Technician,
Mechanic-Bus Driver, Stock Delivery Clerk be approved. Motion carried
3/0.

**APPROVAL OF
EXTENSION OF
ELIGIBILITY LIST –
Associate Personnel
Analyst** Mr. Busch moved, seconded by Dr. Griffith, that the Extension of Eligibility
List-Associate Personnel Analyst not be approved. Motion carried 3/0.

Mr. Busch cited that it was more advantageous to open a new recruitment
on an Open and Promotional basis thereby attaining a higher level and
quantity of qualified candidates.

**APPROVAL OF
DOCTORAL (Ed.D.)
STIPEND** Mr. Busch moved, seconded by Dr. Griffith, that the Doctoral (Ed.D.)
Stipend of \$1,000 annually be approved for Dr. Kris Koga, Director-
Personnel Commission, and Dr. Don Stabler, Deputy Superintendent-
Administrative Services, effective March 1, 2006.

Mr. Busch asked if any other classified employee had a doctorate.
Dr. Koga noted that Dr. Stabler had a doctorate but was also not receiving
the District doctoral stipend.

INFORMATION ITEMS Job Announcements:
Food Services Assistant
Food Services Satellite Operator
School Bus Driver

Next Regular Commission Meeting:
March 7, 2006, 3:30 p.m., District Office Board Room

COMMENTS FROM STAFF Dr. Koga reported that 22 reclassification requests have been received. Mr. Richard Ide has been retained as consultant and will receive \$100 per reclassification request.

COMMENTS FROM COMMISSIONERS Dr. Griffith thanked Mrs. Terry Ragins, President of the Board of Education, for attending the Personnel Commission meeting.

COMMENTS FROM THOSE IN ATTENDANCE 1. Ms. Anna San Roman, CSEA President, noted that the school sites needed more Health Clerk substitutes.

Dr. Koga noted that recruitment for this position was reopened once again pointing out the need for the District to seriously consider upgrading this position commensurate with the level of responsibility.

2. Ms. Judy Vega, Local 99 Labor Representative, pointed out that custodians were being asked to work out of their classification. She presented a copy of the petition provided to the Superintendent.

3. Ms. Anna San Roman, CSEA President, also noted the problems with the ongoing 3-day absence before a substitute may be assigned. She cited this practice as an undue hardship within our schools.

Ms. Rosemary Bowman, Local 99 Labor Representative, pointed out that when a substitute custodian is not in attendance, this creates a sanitation problem. She added that when employees are asked to work out of classification by their supervisor, they are placed in a difficult situation and perplexed as to their alternatives.

4. Ms. Peggy Shannon, CSEA Labor Representative, also addressed concern with classified employees working out of their classification.

ADJOURNMENT The meeting was adjourned 5:30 p.m.