

**Minutes of the Regular Meeting of the Personnel Commission  
August 8, 2006**

- 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. 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, August 8, 2006.
- PLEDGE OF ALLEGIANCE**       The Pledge of Allegiance was led by Mr. Heath.
- APPROVAL OF MINUTES –Regular Meeting of July 11, 2006**       Mr. Busch moved, seconded by Dr. Griffith, that the Minutes of the Regular Meeting of July 11, 2006 be approved. Motion carried 3/0.
- APPROVAL OF ELIGIBILITY LISTS – Child Development Program Assistant – Tier I / Tier II and Instructional Assistant- Bilingual**       Dr. Griffith moved, seconded by Mr. Busch, that the Eligibility Lists for Child Development Program Assistant – Tier I/ Tier II and Instructional Assistant - Bilingual be approved. Motion carried 3/0.
- APPROVAL OF ANNUAL REPORT – PERSONNEL COMMISSION, 2005-2006**       Dr. Griffith moved, seconded by Mr. Busch, that the Annual Report – Personnel Commission, 2005-2006 be approved. Motion carried 3/0.  
  
Commissioners commended staff on the preparation of this comprehensive and informative report.
- INFORMATION ITEMS**            Job Announcements:  
Accounting Specialist  
Educational Assistant – Special Education – ASSISTT  
Food Service Assistant  
Management Information Systems & Research Technician  
Manager-Transportation
- Mr. Busch inquired why there seemed to be so many recruitments at this time.
- Dr. Koga pointed out that the Accounting Specialist recruitment was to replace Ms. Denise Aguayo, who was promoted to Associate Personnel Analyst on the Personnel Commission staff. She additionally noted that positions such as Educational Assistant-Special Education-ASSISTT and Food Service Assistant are generally part of the summer recruitment in order to have fully-staffed classrooms and cafeterias for the onset of the school year. She further noted that the Management Information Systems & Research Technician is an Adult Education position currently being recruited to provide substitutes in this classification.

**INFORMATION ITEMS  
(Continued)**

Dr. Koga related that the Manager-Transportation vacancy occurred due to recent move of the former Manager to another district. She cited current salary levels at TUSD as a continuing cause for concern in retaining crucial classified staff.

2007 CSPCA Annual Conference–February 15-18, 2007–Long Beach, CA

Next Regular Commission Meeting:  
September 5, 2006, 3:30 p.m.-District Office Board Room

**COMMENTS FROM STAFF**

Dr. Koga reported that she had recently been advised by Dr. Stabler, Deputy Superintendent-Administrative Services, that both the District consultant for mandated cost reimbursement, Educational Consulting Services (ECS) and School Services of California are advising school districts not to spend more than 20 percent of their State reimbursements. He cited that their reasoning for this recommendation stemmed from the State of California practice of not routinely providing full reimbursement.

Mr. Heath reported on his recent graduation of the California School Personnel Commissioners Association (CSPCA) Merit Academy.

Dr. Koga noted that the addition of staff to the Personnel Commission office would allow staff to research and oversee more of the duties and functions mandated under the Education Code and Personnel Commission Rules and Regulations.

**ADJOURNMENT**

The meeting was adjourned 4:03 p.m.