

**Minutes of the Regular Meeting of the Personnel Commission
January 15, 2008**

CALL TO ORDER	The meeting was called to order by Mr. Furey at 3:30 p.m.
PRESENT	Personnel Commissioners: Patrick J. Furey, Esq. Harold M. Klonecky, Ed.D. Owen H. Griffith, Ph.D Kris Koga, Ed.D., Director-Personnel Commission Liane Kwan, Personnel Analyst (Excused Absence) Arturo Yepez, Associate Personnel Analyst
PLACE AND DATE OF MEETING	Torrance Unified School District Office Conference Room, 2335 Plaza del Amo, Torrance, January 15, 2008.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was led by Mr. Furey.
APPROVAL OF MINUTES –Regular Meeting of December 4, 2007	Dr. Klonecky moved, seconded by Dr. Griffith, that the Minutes of the Regular Meeting of December 4, 2007 be approved. Motion carried 3/0.
INTRODUCTION OF NEW ASSOCIATE PERSONNEL ANALYST- Mr. Arturo Yepez	Dr. Koga introduced Mr. Arturo Yepez as the new Associate Personnel Analyst in the Personnel Commission. Mr. Yepez highlighted his many years of experience and graduate education which has prepared him for the challenges in his new position.
APPROVAL OF ELIGIBILITY LISTS- Child Development Instructor, Food Services Assistant, Grounds Maintenance Worker, Painter, Paraeducator-Tier I/Tier II	Dr. Griffith moved, seconded by Dr. Klonecky, that the Eligibility Lists – Child Development Instructor, Food Services Assistant, Grounds Maintenance Worker, Painter, Paraeducator-Tier I/Tier II be approved. Motion carried 3/0.
APPROVAL OF RE-EMPLOYMENT LIST- Material Support Technician	Dr. Klonecky moved, seconded by Dr. Griffith, that the Re-Employment List-Material Support Technician be approved. Motion carried 3/0.
FIRST READING- Proposed Revisions to PC Rule 7.1.4 Nepotism	Dr. Klonecky moved, seconded by Dr. Griffith, that the Proposed Revisions to PC Rule 7.1.4 be denied. Motion carried 3/0. Ms. Kathy Kelly, CSEA 845 Treasurer, and Ms. Anna San Roman, CSEA 19 President, requested that the nepotism rule remain unchanged.
APPROVAL OF NEW JOB DESCRIPTION-Special Education Office Assistant	Dr. Klonecky moved, seconded by Dr. Griffith, that the new job description of Special Education Office Assistant be approved. Motion carried 3/0.

INFORMATION ITEMS

Job Announcements:
Heavy Duty Diesel Mechanic
Instructional Assistant-Bilingual
Language Assessment Proctor-Tier I/Tier II
Staff Assistant-Professional Development

Next Regular Commission Meeting-
February 5, 2008, 3:30 p.m. – District Office Board Room

CSPCA Annual Conference-February 21-24, 2008, Westin Hotel, Millbrae, CA

PCASC Spring Conference-April 25-26, 2008-Hilton Irvine/Orange County Airport

Mr. Furey noted that the CSEA Installation Breakfast would be on January 26, 2008.

COMMENTS FROM STAFF

Dr. Koga noted that the Reclassification Period opened today and will continue through February 15, 2008.

She further noted that the adult school class for Campus Security certification did open with enough participants thanks to our Torrance Adult School and site administrators for helping us to get the word out on this class.

COMMENTS FROM PERSONNEL COMMISSIONERS

Dr. Griffith reported that this Saturday, the Torrance Symphony would be conducting a free concert and that the Cable TV Awards Ceremony would take place on Friday, January 25, 2008, 7:30 p.m., at the Cultural Arts Center.

CLOSED SESSION- Pending Litigation, Case No. BC 375230 [§ 54956.9]

Personnel Commission adjourned to Closed Session at 4:33 p.m. and reconvened to Open Session at 4:45 p.m.

ADJOURNMENT

Meeting adjourned at 4:46 p.m.