

**PLEASE POST**

**PERSONNEL COMMISSION  
TORRANCE UNIFIED SCHOOL DISTRICT**

Regular Meeting  
August 15, 2017

4:30 p.m.

Classified Conference Center  
2336 Plaza del Amo, Torrance

**AGENDA**

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE
- II. APPROVAL OF MINUTES – Regular Meeting of July 18, 2017 and Special Meeting of July 21, 2017
- III. COMMENTS FROM THOSE IN ATTENDANCE #1 (Limited to 30 Minutes)
- IV. NEW BUSINESS
  - A. Approval of Eligibility Lists –
    - Computer Support Technician
    - Human Resources Technician (Substitutes)
    - Paraeducator-Tier I/Tier II
    - Supervisor-Transportation
- V. INFORMATION ITEMS
  - Job Announcements:
    - Assistant Director-Nutrition Services
    - Career Planning and Placement Coordinator
    - Computer Support Technician
    - Electrician
    - Library Media Technician
    - Occupational Therapist
  - Next Regular Commission Meetings (2017) –

September 19, 2017	4:30 p.m. – Classified Conference Center
October 17, 2017	4:30 p.m. – Classified Conference Center
November 14, 2017	4:30 p.m. – Classified Conference Center
December 5, 2017	4:30 p.m. – Classified Conference Center
- VI. COMMENTS FROM STAFF
- VII. COMMENTS FROM PERSONNEL COMMISSIONERS
- VIII. COMMENTS FROM THOSE IN ATTENDANCE #2
- IX. ADJOURNMENT

**Minutes of the Regular Meeting of the Personnel Commission  
July 18, 2017**

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

**PRESENT** Personnel Commissioners:  
Anil S. Muhammed, Ed.D., Chair  
Terry K. Furey, Vice-Chair  
Gary Kuwahara, CPA, Member  
  
Marion Schugt, Director-Personnel Commission

**PLACE AND DATE OF MEETING** Classified Conference Center, 2336 Plaza del Amo, Torrance, July 18, 2017.

**PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was led by Commissioner Furey.

**APPROVAL OF MINUTES –Regular Meeting of June 20, 2017** Commissioner Kuwahara moved, seconded by Commissioner Furey, that the Minutes of the Regular Meeting of June 20, 2017, be approved. Motion carried 3/0.

**APPROVAL OF ELIGIBILITY LIST – School Bus Driver, School Custodial Supervisor, Child Development Program Assistant-Tier II, Fiscal Services Specialist** Commissioner Kuwahara moved, seconded by Commissioner Furey, that the eligibility lists of School Bus Driver, School Custodial Supervisor, Child Development Program Assistant-Tier II, Fiscal Services Specialist, be approved. Motion carried 3/0.

**APPROVAL OF DIFFERENTIAL SALARY RATE – Paraeducator-Tier I/Tier II** Commissioner Furey moved, seconded by Commissioner Kuwahara, that the revised differential salary rate for Paraeducator-Tier I/Tier II, be approved. Motion carried 3/0.

**APPROVAL OF REVIEW OF PERSONNEL COMMISSION HANDBOOK** Commissioner Kuwahara moved, seconded by Commissioner Furey, that the review of the Personnel Commission handbook, be approved. Motion carried 3/0.

**INFORMATION ITEMS** Next Regular Commission Meeting (2017) –  
August 15, 2017 4:30 p.m. – Classified Conference Center  
September 19, 2017 4:30 p.m. – Classified Conference Center  
October 17, 2017 4:30 p.m. – Classified Conference Center  
November 14, 2017 4:30 p.m. – Classified Conference Center  
December 5, 2017 4:30 p.m. – Classified Conference Center

**CLOSED SESSION – Pursuant to Section 54954.5(e) to 54957 – Public Employee Discipline/Dismissal/Release** The Commission voted to sustain the Board's decision.  
  
Commissioner Kuwahara – Yes  
Commissioner Muhammed – Yes

**ADJOURNMENT** Meeting adjourned at 4:52 p.m.

**Minutes of the Special Meeting of the Personnel Commission  
July 21, 2017**

<b>CALL TO ORDER</b>	The meeting was called to order by Dr. Muhammed at 9:00 a.m.
<b>PRESENT</b>	Personnel Commissioners: Anil S. Muhammed, Ed.D., Chair Terry K. Furey, Vice-Chair Gary Kuwahara, CPA, Member  Marion Schugt, Director-Personnel Commission Attorney Kristine Kwong, PC Legal Counsel
<b>PLACE AND DATE OF MEETING</b>	District Office Board Room, 2336 Plaza del Amo, Torrance, July 21, 2017.
<b>PLEDGE OF ALLEGIANCE</b>	The Pledge of Allegiance was led by Commissioner Kuwahara.
<b>CLOSED SESSION</b>	The Commissioners met in closed session to discuss: A. Pursuant to Government Code Section 54954.5(e) to 54957 – Public Employee Discipline/Dismissal/Release
<b>ADJOURNMENT</b>	Meeting adjourned at 12:20 p.m.