

**PERSONNEL COMMISSION  
TORRANCE UNIFIED SCHOOL DISTRICT**

Regular Meeting  
March 19, 2019

4:30 p.m.

Classified Conference Center  
2336 Plaza del Amo, Torrance

**AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF MINUTES – Regular Meeting of February 19, 2019
- IV. COMMENTS FROM THOSE IN ATTENDANCE #1 (Limited to 30 Minutes)
- V. NEW BUSINESS
  - A. Approval of Eligibility Lists –
    - ASB Accounting Specialist
    - Educational Assistant-Special Education-ASSISTT
    - Licensed Vocational Nurse
    - Occupational Therapist
    - Office Assistant
    - Paraeducator-Health Care
    - Paraeducator-Tier I/Tier II
    - School-to-Career Employment Assistant
    - Senior Office Assistant
    - Staff Assistant-Special Education
    - Student Supervision Assistant
    - Supervisor-District Night Custodial Services
  - B. Approval of Board Certified Behavior Analyst Stipend
- VI. INFORMATION ITEMS
  - Job Announcements:
    - Behavior Analyst
    - Custodian
    - Nutrition Services Satellite Operator II
    - Plumber
  - Next Regular Commission Meetings (2019) –
    - April 16, 2019, 4:30 p.m. – Classified Conference Center
    - May 21, 2019, 4:30 p.m. – Classified Conference Center
    - June 18, 2019, 4:30 p.m. – Classified Conference Center
    - July 16, 2019, 4:30 p.m. – Classified Conference Center
    - August 20, 2019, 4:30 p.m. – Classified Conference Center
    - September 17, 2019, 4:30 p.m. – Classified Conference Center
    - October 15, 2019, 4:30 p.m. – Classified Conference Center
    - November 5, 2019, 4:30 p.m. – Classified Conference Center
    - December 3, 2019, 4:30 p.m. – Classified Conference Center
- VII. COMMENTS FROM STAFF
- VIII. COMMENTS FROM PERSONNEL COMMISSIONERS
- IX. COMMENTS FROM THOSE IN ATTENDANCE #2
- X. ADJOURNMENT

**Minutes of the Regular Meeting of the Personnel Commission  
February 19, 2019**

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

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

**PLACE AND DATE OF MEETING** Torrance Unified School District, Classified Conference Center, 2336 Plaza del Amo, Torrance, February 19, 2019.

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

**APPROVAL OF MINUTES – Regular Meeting of January 15, 2019** Commissioner Muhammed moved, seconded by Commissioner Furey, that the Minutes of the Regular Meeting of January 15, 2019, be approved. Motion carried 3/0.

**APPROVAL OF ELIGIBILITY LIST – Carpenter, Child Development Instructor, Child Development Program Assistant-Tier II, Grounds and Operations Supervisor, Human Resources Technician (Substitute), Nutrition Services Assistant I, Nutrition Services Assistant II, Nutrition Services Transport/Stock Assistant, Paraeducator-Tier I/Tier II, School-to-Career Employment Assistant, Student Supervision Assistant** Commissioner Muhammed moved, seconded by Commissioner Furey, that the eligibility lists of Carpenter, Child Development Instructor, Child Development Program Assistant-Tier II, Grounds and Operations Supervisor, Human Resources Technician (Substitute), Nutrition Services Assistant I, Nutrition Services Assistant II, Nutrition Services Transport/Stock Assistant, Paraeducator-Tier I/Tier II, School-to-Career Employment Assistant, Student Supervision Assistant, be approved. Motion carried 3/0.

**APPROVAL OF BOARD CERTIFIED BEHAVIOR ANALYST STIPEND** Commissioner Furey moved, seconded by Commissioner Muhammed, that the request for the BCBA stipend, be approved. Motion carried 3/0.

**INFORMATION ITEMS** Job Announcements:  
ASB Accounting Specialist  
Educational Assistant-Special Education-ASSISTT  
Occupational Therapist  
Office Assistant  
Paraeducator-Health Care  
School-to-Career Employment Assistant  
Senior Office Assistant  
Staff Assistant-Special Education  
Supervisor-District Night Custodial Services

Next Regular Commission Meeting (2019) –  
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December 3, 2019, 4:30 p.m. – Classified Conference Center

**ADJOURNMENT** Meeting adjourned at 4:39 p.m.

**PERSONNEL COMMISSION  
TORRANCE UNIFIED SCHOOL DISTRICT**

March 13, 2019

TO: PERSONNEL COMMISSIONERS  
Gary Kuwahara, CPA, Chair  
Anil Muhammed, Ed.D., Vice-Chair  
Terry Furey, Member

FROM: DIRECTOR-PERSONNEL COMMISSION  
Marion Schugt

SUBJECT: Approval of Board Certified Behavior Analyst (BCBA) Stipend

At the Regular Meeting of the Personnel Commission on January 15, 2019, the Commissioners approved a stipend of \$932 per year for possession of BCBA certification, dependent on relevance to the current assignment.

Upon evaluation of the assignments held by those that possess a BCBA, Dr. Kumi Smart has requested the stipend be approved for Kim Salcido, Occupational Therapist.

**Recommendation:**

Approve the request for a stipend for Kim Salcido, effective April 1, 2019.



Marion Schugt <schugt.marion@tUSD.org>

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## BCBA Stipend for OT

1 message

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Kumi Smart <Smart.Kumi@tUSD.org>

Fri, Mar 8, 2019 at 5:17 PM

To: Marion Schugt <schugt.marion@tUSD.org>

Upon the evaluation of assignment held by Kim Salcido (Occupational Therapist and BCBA), I request the BCBA stipend be approved. Ms. Salcido provides relevant **BCBA/OT** support to 3 schools with ABA/SDC specialized programs and offers consultation (in the area of Behavior Analysis) to other Occupational Therapists and staff.

Kumi Smart, Ed. D  
Coordinator  
Special Education  
310 972-6124  
310 972-6581 (Fax)  
smart.kumi@tUSD.org