

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Ave.
Lakewood, CA 90713

MINUTES
Regular Meeting

March 9, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, March 9, 2023 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson, Linda Vaughan.

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

ROLL
STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Lydia Smith, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Joanna Guzman, Human Resources Technician; Jazmin Salgado, Human Resources Technician and Monica Gaytan, Human Resources Assistant.

GUESTS PRESENT

Kellyanna Miller, CSEA Representative, Valeeta Pharr, Ignacio Flores and Appellant 440944

MINUTES OF
REGULAR MEETING
APPROVED

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of February 23, 2023.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, recognized Monica Gaytan, Human Resources Assistant, for organizing the First Aid/CPR classes held on Friday, February 28, 2023, held at the Teacher Resource Center (TRC). Ms. Gaytan shared that there were 70 employees in attendance and the next First Aid/CPR classes may be held in May.

Lydia Smith, Associate Personnel Analyst, reported there are 48 recruitments in various stages of the process. Ms. Smith shared that staff will be returning to Long Beach School for Adults (LBSA) to assist students in the Custodian course with application and interviewing skills. Ms. Smith stated that staff will also be attending a vocational job fair today and the Catalina job fair on March 27, 2023.

Jesus Rios Jr., Certification Services Manager, shared that at the last Board of Education meeting a total of 40 probationary employees were appointed in various positions of the classified service. Mr. Rios reported that staff continue to send the eligibility lists out to schools and departments to fill their vacancies Mr. Rios mentioned that 589 summer school applications have been received and the acceptance window to submit will close next Friday, March 17, 2023.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Athletic Trainer
2. **RATIFY** job announcement bulletin for Building Maintenance Worker
3. **RATIFY** job announcement bulletin for Building Maintenance Worker/Driver
4. **RATIFY** job announcement bulletin for Head Start Instructional Aide, Head Start Instructional Aide – Bilingual Spanish
5. **RATIFY** job announcement bulletin for Intermediate Office Assistant, Intermediate Office Assistant – Bilingual Spanish
6. **RATIFY** job announcement bulletin for Kids' Club Assistant
7. **RATIFY** job announcement bulletin for Nutrition Services Operations & Training Specialist
8. **RATIFY** job announcement bulletin for Plumber
9. **RATIFY** job announcement bulletin for Speech-Language Pathology Assistant
10. **RATIFY** job announcement bulletin for Speech-Language Pathology Assistant – Bilingual Spanish
11. **RATIFY** job announcement bulletin for Telecommunications Technician
12. **APPROVE** the certification of Facilities Project Manager - Construction eligibility list 23-0164-5189 established 03/03/2023
13. **APPROVE** the certification of Facilities Project Manager - Planning eligibility list 23-0166-5190 established 03/08/2023
14. **APPROVE** the certification of Head Start Instructional Aide eligibility list 23-0190-0657 established 03/01/2023
15. **APPROVE** the certification of Head Start Instructional Aide – Bilingual Spanish eligibility list 23-0191-0657 established 03/01/2023

16. **APPROVE** the certification of Instructional Aide – Catalina Island eligibility list 23-0195-0436 established 03/06/2023
17. **APPROVE** the certification of Instructional Aide – Special (Catalina Island) eligibility list 23-0026-0448 established 03/06/2023
18. **APPROVE** the certification of Nutrition Services Worker eligibility list 23-0172-5068 established 02/28/2023
19. **APPROVE** the certification of Nutrition Services Worker eligibility list 23-0222-5068 established 03/03/2023
20. **APPROVE** the certification of Plant Supervisor - Avalon eligibility list 23-0193-5081 established 03/07/2023
21. **APPROVE** the certification of Recreation Aide eligibility list 23-0230-5255 established 03/01/2023
22. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 23-0171-5255 established 03/01/2023
23. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 23-0229-5257 established 03/01/2023
24. **APPROVE** the certification of Speech-Language Pathology Assistant eligibility list 23-0148-5024 established 03/02/2023
25. **APPROVE** the certification of Speech-Language Pathology Assistant – Bilingual Spanish eligibility list 23-0162-5163 established 03/02/2023
26. **APPROVE** the certification of Van Driver (Catalina Island) eligibility list 23-0194-5280 established 03/07/2023

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-11 and approve items 12-26 on the Consent Agenda.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

NEW BUSINESS

1. **APPROVE** the Creation of a New Classification – Senior Associate General Counsel - REVISED

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business item 1.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

2. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 440944

OLD BUSINESS	New Business item 2 was moved into closed session. None
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, March 23, 2023 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.
CLOSED SESSION	The Personnel Commission retired into closed session at 8:28 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:47 a.m. with the following reportable actions.

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 440944

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to dismiss staff's recommendation and allow Applicant ID 440944 to remain on the eligibility list.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender		X	
Terence Ulaszewski		X	
Linda Vaughan		X	

ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 9:48 a.m.
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