

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Minutes for March 19, 2009

PAGES: 7.1.1- 7.1.5

Date: April 2, 2009

Reason for
Consideration: Action

Testing Room
Personnel Commission Office
999 Atlantic Avenue
Long Beach, CA 90813

Chairperson Vera Mulkey called the meeting of the Personnel Commission to order at 8:17 a.m. at which time she led the pledge of allegiance to the flag and asked for introductions.

COMMISSION MEMBERS PRESENT

Vera Mulkey, Chairperson
Terry Ulaszewski, Member
Chuck Acosta, Member

STAFF MEMBERS PRESENT

Ramon Curiel, Executive Officer
Stephanie Jimenez, Sr. Administrative Secretary
Marilyn Doss, Personnel Analyst
Susan Leaming, Personnel Analyst
Maria Braunstein, Associate Personnel Analyst
Mary Cates, Human Resources Supervisor
Susan Brister, Human Resources Technician
Anne Follett, Human Resources Technician
Judy Marshall, Human Resources Technician
Maria Villalobos, Human Resources Technician
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guests: Mary Brown, CSEA President, Adrienne Rambo, CSEA Unit A, Vice President; Dan Ewaskey, CSEA Unit B, Vice President; Val Pharr, Chief Job Steward; Cornelious Lewis, Appellant; Gustavo Naranjo, Appellant; Jason Ridgway, Appellant; Deborah Stamps, Appellant; and Thomas Weston, Appellant.

HEARING OF PUBLIC TESTIMONY AND
QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

None

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REPORT FROM THE EXECUTIVE OFFICER

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Mr. Curiel reported on items of interest from the Board Workshop and Board of Education meeting he attended earlier in the week. The VIPs were recognized for 40 years of service to Long Beach Unified School District at the last Board of Education Meeting. Copies of the Second Interim Financial Report were reviewed at the Board of Education meeting and copies were distributed to Commissioners. Mr. Curiel informed the Commissioners that a Special Budget Board of Education meeting is scheduled for March 30, 2009.

Mr. Curiel encouraged the Commissioners to visit our district website and highlighted points of interest.

Mr. Curiel notified the Commissioners that the annual Classified Employee Celebration will be an Ice Cream Social and will be held on Thursday, May 21st from 1:00 – 4:30 p.m. at the Teacher Resource Center. The Commissioners were also informed that the Employee of the Year Nomination form can be found on the district website and Personnel Commission's website for accessibility.

Mary Brown, CSEA President, asked if booths would be provided at this year's Classified Employee Celebration. Mr. Curiel explained that the layout of the Classified Employee Celebration will not be the same as last year and we will not have access to the entire TRC parking lot as in the past. The finalists will not be announced on stage this year. The finalists will be announced during this year's celebration but Employee of the Year will be announced at the Board of Education meeting held on June 2, 2009.

Mr. Curiel was happy to report that our most recent Personnel Commission Customer Service Satisfaction Report came back with a 100% overall customer service satisfaction rate. Mr. Curiel applauded the Personnel Commission staff for their efforts.

Chairperson Mulkey congratulated the Personnel Commission staff with their great customer satisfaction report and thanked the staff for always exercising professionalism.

PERSONNEL COMMISSION MINUTES

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The minutes of the March 5, 2009 Personnel Commission Meeting were approved.

APPEAL OF DISQUALIFIED APPLICANT

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Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.12. The appellant, Marlene Harris, was not present. The Commission moved this item to Closed Session.

APPEAL OF DISQUALIFIED APPLICANT

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Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.6. The appellant, Cornelious Lewis, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

APPEAL OF DISQUALIFIED APPLICANT

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Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.15. The appellant, Gustavo Naranjo, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

APPEAL OF DISQUALIFIED APPLICANT

APPEAL OF DISQUALIFIED APPLICANT

Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.15. The appellant, Jason Ridgway, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

APPEAL OF DISQUALIFIED APPLICANT

APPEAL OF DISQUALIFIED APPLICANT

Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.6. The appellant, Deborah Stamps, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

APPEAL OF DISQUALIFIED APPLICANT

APPEAL OF DISQUALIFIED APPLICANT

Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.24. The appellant, Thomas Weston, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

BULLETINS

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Personnel Commission Rule 4.6.B.1, states that the Personnel Commission Executive Officer shall be responsible for issuing job announcement bulletins to publicize recruitment and examination

processes. All job bulletins issued are then to be ratified at the first reasonable opportunity at a Commission meeting. The Commission acted to ratify the following bulletins:

Nutrition Services Supervisor I, II, III	Dual	09-0108-5064
Student Evaluation Technician	Dual	09-0111-0399

ELIGIBILITY LISTS

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Personnel Commission Rule 5.1.A, states that the Personnel Commission Executive Officer shall be responsible for establishing eligibility lists as a result of examination processes authorized by these rules. All such eligibility lists shall then be certified at the first reasonable opportunity at a Commission meeting following the protest and review period. The Commission acted to certify the following eligibility lists:

Campus Security Officer	Dual	09-0090-5011
Campus Security Officer/Substitutes & LTE's	Dual	09-LTES-5011
Custodian	Dual	09-0086-0139
Custodian/Substitutes & LTE's	Dual	09-LTES-0139
Instructional Assistant Intensive Behavioral Treatment	Open/Cont	09-0095-5035
Nutrition Services Worker	Open/Cont	09-0096-5068
School Safety Officer	Dual	09-0075-5014

OTHER ITEMS

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Commissioner Ulaszewski inquired on the status of filling substitute requests. Mary Cates, Human Resource Supervisor, was happy to report that they have been able to fill their requests. Instructional Aide-Special 3.8 hour positions are difficult to fill but Special Education has been working hard to determine the need at sites. CSEA once again expressed their dissatisfaction with hiring 3.8 hour Instructional Aide-Special positions.

Mary Brown, CSEA President, inquired if Personnel Commission's Staff Development department could provide a Conversational Spanish course for Classified employees. Maria Braunstein, Associate Analyst, explained that enrollment in the past had been low but Personnel Commission would be happy to explore options to provide classes for specific departments if requested.

NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, April 2, 2009. The meeting will be at 8:15 a.m. in the Testing Room of the Personnel Commission Office, 999 Atlantic Avenue, Third Floor, Long Beach, 90813.

CLOSED SESSION

CLOSED SESSION

The Personnel Commission adjourned to Closed Session at 8:52 a.m. to hear the appeals for Cornelious Lewis, Gustavo Naranjo, Jason Ridgway, Deborah Stamps and Thomas Weston.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 10:36 a.m.

The Commission acted to sustain staff's recommendation to disqualify Marlene Harris from continuing in the examination process and instructed the Executive Officer to notify her of this decision.

The Commission acted to allow Cornelious Lewis to continue in the examination process and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Gustavo Naranjo from continuing in the examination process and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Jason Ridgway from continuing in the examination process and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Deborah Stamps from continuing in the examination process and instructed the Executive Officer to notify her of this decision.

The Commission acted to sustain staff's recommendation to disqualify Thomas Weston from continuing in the examination process but he may re-apply in September 2009. The Commissioners instructed the Executive Officer to notify him of this decision.

ADJOURNMENT

There being no further business, Chairperson Mulkey adjourned at 10:45 a.m.

Respectfully submitted,

Ramon Curiel
Executive Officer