

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for August 27, 2009

PAGES: 7.1.1- 7.1.5

Date: September 10, 2009

Reason for  
Consideration: Action

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

Chairperson Terry Ulaszewski called the meeting of the Personnel Commission to order at 8:15 a.m. at which time he led the pledge of allegiance.

COMMISSION MEMBERS PRESENT    STAFF MEMBERS PRESENT

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

Ramon Curiel, Executive Officer  
Lori Gamble, Sr. Administrative Secretary  
Shirley Chiavetta, Sr. Personnel Analyst  
Marilyn Doss, Personnel Analyst  
Dale Culton, Certification Services Manager  
Maria Braunstein, Associate Personnel Analyst  
Mary Cates, Human Resources Supervisor  
Adriana Araujo-Honorio, Staff Secretary  
Anne Follett, Human Resources Technician  
Judy Marshall, Human Resources Assistant

PRELIMINARY

Guests: Les Leahy, Business Services Administrator, Mary Brown, CSEA President, Adrienne Rambo, CSEA Unit A, Vice President, Dan Ewaskey, CSEA Unit B, Vice President, Karen Foote, CSEA Treasurer, Matthew Ty, Appellant and Jeremy Cohen 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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Ramon Curiel announced the Superintendent's Management Meeting will be held Friday, August 28, at Cabrillo High School, which generally marks the beginning of the new school year.

Mr. Curiel welcomed Lori Gamble to the Personnel Commission and invited her to brief the Commissioners with her LBUSD work history.

Mr. Curiel thanked the Commissioners for their part in the recent Board of Education Workshops held August 17 and 18. Mr. Curiel relayed the Board of Education's positive remarks about the Personnel Commission's 2008-2009 Annual Report and commended the managers for their contributions. The report generated questions about the number of classified substitutes and the cost to the district. Staff has been assigned to compile the data.

Mr. Curiel updated the Commissioners that at the August 18 Board of Education meeting the contracts of the Superintendent and the Chief Business and Financial Officer were extended one more year for a total of 3 years remaining on the contracts. He noted that the Superintendent, Mr. Steinhauer's contract included a self-imposed 10% decrease.

Mr. Curiel reported on upcoming Board of Education agenda items which include the Memo of Understanding (MOU) between CSEA and LBUSD regarding the Custodian Team Cleaning Crew concept. Dan Ewaskey, CSEA, Unit B, Vice President reported the MOU received a 63% ratification.

Another item before the Board will be the new applicant tracking system for the Personnel Commission. Mr. Curiel asked Marilyn Doss, Personnel Analyst to give a brief overview of the system and its necessity.

Mr. Curiel informed the Commission that a previous appellant met with him to request reconsideration of the Commission's decision. Mr. Curiel will give further details during Closed Session.

Karen Foote, CSEA Treasurer, brought to the Commissioners attention a section of the contract involving calculation of seniority and requested the Commission review the verbiage to reflect the current agreement. Mr. Curiel thanked Ms. Foote and requested that staff will review this item.

Mr. Ulaszewski thanked Mr. Curiel and Shirley Chiavetta, Senior Personal Analyst, for their hard work on the Annual Report and presentation at the Board Workshop he attended. Mr. Ulaszewski reported that the Board of Education recognizes and appreciates the staff at the Personnel Commission.

## PERSONNEL COMMISSION MINUTES

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Commissioner Vera Mulkey requested clarification on the information in the letter to Ramon Sanchez, appellant. After discussion, the Commission's decision was to sustain staff's recommendation but would allow for future consideration for employment after one-year.

The Commission approved the minutes of the August 13, 2009, Personnel Commission Meeting with the stipulation that there be modifications to the minutes regarding the item addressed by Commissioner Mulkey.

### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Jeremy Cohen was present. The Commission moved this item to Closed Session.

### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.5. and 4.2.A.7. The appellant, Corri Hardy, was not present. The Commission moved this item to Closed Session.

### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Matthew Ty, was 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.24. The appellant, Patricia Atkins, was not present. 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.

None

## 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:

Choral Accompanist	Dual	10-0002-0122
Elementary School Office Supervisor	Prom	08-0155-3345
Instructional Aide – Special	Open/Cont	10-0011-0448
Instructional Aide – Special	Open Cont	10-0014-0448
Instructional Aide – Special/Substitute	Open/Cont	10-SUBS-0448
Instructional Aide – Special/Substitute	Open/Cont	10-SUBS-0448
Instructional Assistant Intensive Behavioral Treatment	Open/Cont	10-0004-5035

## OTHER ITEMS

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None

## NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, September 10, 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

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The Personnel Commission adjourned to Closed Session at 8:40 a.m. to hear the appeal of a disqualified appellant and review recommendations to remove applicants from eligibility lists and review reconsideration requests.

## RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 9:35 a.m.

The following reportable actions were taken during Closed Session:

The Commission tabled action regarding Jeremy Cohen's removal appeal pending review of his Michigan driving record to be provided by the appellant. The Commission instructed the Executive Officer of this request.

The Commission acted to sustain staff's recommendation to remove Corri Hardy from current eligibility lists for Nutrition Services Worker and instructed the Executive Officer to notify him of this decision.

The Commission tabled action regarding Matthew Ty's removal appeal pending previous employment reference check. The Commission instructed the Executive Officer to grant the appeal contingent upon positive references.

The Commission acted to sustain staff's recommendation to disqualify Patricia Atkins from continuing in the examination process for Substitute Custodian. The Commissioners instructed the Executive Officer to notify her of this decision.

The Commission upheld their decision for the appellant Cornelius Lewis, as there were no new grounds for re-appeal.

#### ADJOURNMENT

There being no further business, Chairperson Ulaszewski adjourned at 9:40 a.m.

Respectfully submitted,

Ramon Curiel  
Executive Officer

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