



PERSONNEL COMMISSION

PLEASE POST

MEETING AGENDA

Testing Room
Personnel Commission Office
999 Atlantic Avenue, Third Floor
Long Beach, California 90813

January 17, 2013
THURSDAY
8:15 A.M.

1. CALL TO ORDER
2. ROLL
Terry Ulaszewski, Chairperson Present _____
Linda Vaughan, Vice-Chairperson Present _____
Stacey Lewis, Member Present _____
3. PRELIMINARY
 - 3.1 Pledge of Allegiance to the Flag
 - 3.2 Introduction of Guests
4. HEARING OF PUBLIC TESTIMONY AND QUESTIONS FROM THE FLOOR ON ITEMS NOT LISTED ON AGENDA
5. REPORT FROM THE EXECUTIVE OFFICER
6. HEARINGS None
7. MINUTES
 - 7.1 Approval of Minutes for January 3, 2012 Action
8. ITEMS FOR DISCUSSION AND/OR ACTION
 - 8.1 Classification/Restructure Recommendations per Education Code 45246 None
 - 8.2 Receive and take action to distribute hearing officer's report on Employee E00491233 to employee representative and the District Restricted Action
9. BULLETINS AND TESTING ACTIONS
 - 9.1 Bulletins – Per Personnel Commission Rule 4.6.B Action
 - 9.2 Eligibility Lists – Per Personnel Commission Rule 5.1.A Restricted Action
10. OTHER ITEMS
11. The next regular meeting of the Personnel Commission will be held on January 31, 2013 at 8:15 a.m. in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, California.
12. CLOSED SESSION
 - 12.1 Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7 Restricted Action
 - 12.2 Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.5 and 4.2.A.7 Restricted Action
 - 12.3 Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7 Restricted Action
 - 12.4 Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7 Restricted Action

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|------|--|--------------------------|
| 12.5 | Recommendation to Remove from Eligibility List per
P.C. Rule 4.2.A.6 and 4.2.A.7 | <u>Restricted Action</u> |
| 12.6 | Recommendation to Remove from Eligibility List per
P.C. Rule 4.2.A.7 | <u>Restricted Action</u> |
| 12.7 | Review and Take Action on the Hearing Officer's Report
Regarding the Dismissal of a Classified Employee | <u>Restricted Action</u> |

13. ADJOURNMENT

ACCESS TO PUBLIC DOCUMENTS

Public records related to the open session agenda, that are distributed to the Personnel Commission members less than 72 hours prior to a regular meeting, may be inspected by the public at the Personnel Commission Office, 999, Atlantic Avenue, Third Floor, Long Beach, CA 90813, during regular business hours (Monday through Thursday, 8:00 a.m. to 4:40p.m.).

Persons requiring accommodation in order to view the agenda or participate in the meeting, may make the request for accommodation to the Executive Officer, Personnel Commission at 562-435-5708 at least 24 hours in advance of the meeting pursuant to Government Code 54954.2 (a) 1.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Minutes for January 3, 2013

PAGES: 7.1.1 – 7.1.4

Date: January 17, 2013

Reason for
Consideration: Action

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

Chairperson Terence Ulaszewski called the meeting of the Personnel Commission to order at 8:17 a.m. and led the Commissioners, staff and audience in the pledge of allegiance.

COMMISSION MEMBERS PRESENT

Terence Ulaszewski, Chairperson
Linda Vaughan, Vice-Chairperson

STAFF MEMBERS PRESENT

Gail McMahon, Ed.D., Executive Officer
Dale Culton, Certification Services Manager
Maria Lynn Braunstein, Associate Personnel Analyst
Anne Follett, Human Resources Technician
Ericka Emery, Human Resources Technician
Shelley Scott, Human Resources Technician
Tammie Hirth, Human Resources Technician
Jan Medford, Human Resources Technician
Silaue Taeleifi, Human Resources Technician

PRELIMINARY

Guests: Stacey Lewis, Personnel Commissioner – elect; Les Leahy, Business Services Administrator; Dan Ewaskey, CSEA Vice President – Unit B; Efre Lewis; Kyle Kenneth Lewis; Karrington Lewis; Kennedy Lewis; and Teresa Varnado.

SWEARING IN OF NEW COMMISSIONER

SWEARING IN OF NEW COMMISSIONER

Chairperson Ulaszewski administered the Oath of Office to Personnel Commissioner-elect, Stacey Lewis, who was appointed for the term ending December, 2015.

Chairperson Ulaszewski welcomed Ms. Lewis and said that he is looking forward to three great years of working together. Ms. Lewis gave a brief history of her experience which qualifies her to serve as a Commissioner including her 28 years in Human Resources, active membership in PTA and as a member of the Long Beach community. Ms. Lewis said she is excited to be part of the Commission and is grateful to have been given the honor to serve.

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

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QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

None

REPORT FROM THE EXECUTIVE OFFICER

REPORT FROM THE EXECUTIVE OFFICER

Executive Officer Gail McMahon welcomed Commissioner Lewis and extended a welcome back to CSEA Vice President - Unit B, Dan Ewaskey. Ms. McMahon updated the Commission on the progress of the revisions to Chapter 4 of the Rules and Regulations of the Classified Service. Indicating the first reading was originally scheduled for December 20, 2012 and the item was pulled in order to assure stakeholders would have the opportunity to provide feedback. It is expected Chapter 4 will be submitted to the Commission for a first reading on the January 17, 2013 agenda. Some of the changes in the chapter will be made as a result of survey results which indicated sites would like to incorporate other areas beyond the exam scores to measure the future success of candidates.

Ms. McMahon reported a new survey is being developed which will seek feedback on the Certification Services and Employment Services offered by the Personnel Commission.

Dale Culton, Certification Services Manager informed the Commission that on January 29, 2013 the Board of Education will take action on the abolishment of classified positions which will occur as a result of the closure of Monroe and the reduction of Burcham from K-8 to K-5, which will take place in the fall. Mr. Culton also reported an invitation to work as a substitute was sent to Intermediate Office Assistant Bilingual Spanish candidates who recently tested.

RECEIPT AND DISTRIBUTION OF
HEARING OFFICER'S REPORT

RECEIPT AND DISTRIBUTION OF
HEARING OFFICER'S REPORT

In accordance with the Personnel Commission Rule 11.6.D, the Personnel Commission shall distribute the report to the employee representative and the District. Executive Officer McMahon reported a revised report has been submitted by the Hearing Officer with corrections to typographical errors. Vice-Chairperson Vaughan made a motion to accept the revised report and to distribute such report to all parties involved. Commissioner Stacey Lewis seconded the motion. The motion was carried and approved.

MINUTES

MINUTES

The Commission approved the minutes of the December 20, 2012 Personnel Commission meeting. It was moved by Vice-Chairperson Vaughan to approve the minutes. Chairperson Ulaszewski seconded the motion. The motion was carried and approved.

BULLETINS

BULLETINS

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. Commissioner Lewis moved to ratify the bulletins. The motion was seconded by Vice-Chairperson Vaughan and the bulletins were ratified.

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Campus Security Officer (Avalon)	Dual	13-0048-5011
Credential Services Specialist	Open	13-0054-3343
Custodian (Avalon)	Dual	13-0046-0139
Grounds Equipment Operator I (Avalon)	Dual	13-0039-0175
Groundskeeper (Avalon)	Dual	13-0047-0172
Human Resources Technician	Promo	13-0055-3352
Intermediate Office Assistant–Schools (Avalon)	Dual	13-0044-3354
Instructional Aide – Special (Avalon)	Dual	13-0043-0448
Nutrition Services Worker (Avalon)	Dual	13-0045-5068
Systems Operator	Dual	13-0049-5111

ELIGIBILITY LISTS

ELIGIBILITY LISTS

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. Vice-Chairperson Vaughan moved for approval. The motion was seconded by Commissioner Lewis. The eligibility lists were approved.

Elementary School Office Supervisor Promotional 13-0024-3345

List Valid: 12/31/12 to 12/31/13

Total applications received: 54

Total invited to exam: 39

No. Passed: 10 No. Failed: 23 No. Withdrew: 6 No. Screened Out: 15

Intermediate Office Assistant – Bilingual Spanish

Dual 13-0032-5052

List Valid: 12/28/12 to 12/28/13

Total applications received: 226

Total invited to exam: 119

No. Passed: 31 No. Failed: 48 No. Withdrew: 40 No. Screened Out: 107

Intermediate Office Assistant – Schools Bilingual Spanish

Dual 13-0033-5050

List Valid: 12/28/12 to 12/28/13

Total applications received: 130

Total invited to exam: 69

No. Passed: 21 No. Failed: 26 No. Withdrew: 22 No. Screened Out: 61

Middle School Office Supervisor Promotional 13-0025-3357

List Valid: 12/31/12 to 12/31/13

Total applications received: 38

Total invited to exam: 29

No. Passed: 7 No. Failed: 20 No. Withdrew: 2 No. Screened Out: 9

Plant Supervisor II – Amended List Promotional 13-0006-5027

List Valid: 10/26/12 to 10/26/13

Total applications received: 27

Total invited to exam: 22

No. Passed: 10 No. Failed: 11 No. Withdrew: 1 No. Screened Out: 5

NEXT MEETING

NEXT MEETING

The next regular meeting of the Personnel Commission will be held on Thursday, January 17, 2013, at 8:15 a.m. at 999 Atlantic Avenue, Third Floor, Long Beach, California.

CLOSED SESSION

CLOSED SESSION

The Personnel Commission adjourned to closed session at 8:39 a.m. to consider the recommendation to remove Appellant 12226844 from eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove candidate 12226844 from current eligibility lists per Personnel Commission Rule 4.2.A.5. The appellant was not present.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 9:05 a.m. The following reportable action was taken during Closed Session:

The Commission acted to sustain staff's recommendation to remove candidate 12226844 from current eligibility lists but determined that this would not be a permanent bar from future employment with the District but would allow the candidate to reapply after December 2015. They instructed the Executive Officer to notify the candidate of this decision.

ADJOURNMENT

ADJOURNMENT

There being no further business, at 9:07 a.m. Chairperson Ulaszewski adjourned the meeting.

Respectfully submitted,

Signature on file

Gail McMahon, Ed.D.
Executive Officer

GM/mb

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Classification/Restructure
 Recommendations

PAGES: 8.1.1

Date: January 17, 2013

Reason for
Consideration: Action

One of the specific requirements of Education Code 45256 is that "the Commission shall classify all employees and positions within the jurisdiction of the governing board or of the Commission, except those that are exempt from the classified services as specified..." In accordance with the Personnel Commission Rules, staff submits the attached classification recommendation for the consideration of the Commission.

None

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Receive and take action to distribute hearing officer's
report on Employee E00491233 to employee representative
and the District

PAGES: 8.2.1-8.2.16

Date: January 17, 2013

**Reason for
Consideration:** Restricted Action

In accordance with the Personnel Commission Rule 11.6.D, staff submits the attached hearing officer's report on Employee E00491233. It is recommended the Commission act to direct staff to distribute the report to the employee representative and the District.

Because of the sensitive nature of the reference material, distribution has been limited to the Personnel Commission and other Personnel staff with a need to know.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Bulletins

PAGE: 9.1.1 – 9.1.3

Date: January 17, 2013

Reason for
Consideration: Action

Personnel Commission Rule 4.6.B.1, states that the Personnel Commission Administrator 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 Personnel Commission meeting. Accordingly, staff submits the following bulletin(s) for the consideration of the Personnel Commission:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>	<u>PAGE</u>
Intermediate Nutrition Services Worker	Dual	13-0056-5058	2
Kids Club Supervisor I	Dual	13-0050-3266	3
Kids Club Supervisor II	Dual	13-0051-3267	3
Kids Club Supervisor III	Dual	13-0052-3268	3
Senior Nutrition Services Worker	Dual	13-0057-5071	2



2008 Finalist
the broad prize
for Urban Education



Classified Employment Opportunity

APPLY TO:

Personnel Commission, Long Beach Unified School District
999 Atlantic Avenue, 3rd Floor, Long Beach, CA 90813 Office: (562)435-5708

24 Hour Job Hotline: (562) 491-JOBS
www.lbschools.net/Main_Offices/Personnel_Commission/

KIDS CLUB SUPERVISOR I, II, or III

Final Filing Date: Each position is open until 4:30 p.m. Monday, January 28, 2013

JOB INFORMATION: Eligibility list is being created to fill future vacancies as they occur.

APPLICATION: All applications must be submitted online via the Personnel Commission's website at www.lbschools.net/Main_Offices/Personnel_Commission/. The Personnel Commission has computer kiosks for your use, and staff will be available to offer any assistance needed with completing your online application Monday – Thursday; 8:00 – 4:00.

Note: Before being considered for employment, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

MINIMUM TRAINING REQUIREMENT: Associates of Arts degree including 12 units in courses related to children. A bachelor's degree in education or related field or possession of a California Teaching Credential is desirable. Copy of degree and unofficial transcripts must be attached at time of application. Any combination of experience and education that could likely provide the required knowledge and abilities may be considered.

KIDS CLUB SUPERVISOR I

SALARY RANGE:	START	6 MONTHS	1 ½ YEARS	2 ½ YEARS
MONTHLY:	\$3,027	\$3,194	\$3,370	\$3,554
HOURLY:	\$17.49	\$18.41	\$19.45	\$20.49

JOB SUMMARY: Under general supervision, plan, organize and supervise the operation of an assigned Kids Club Program (day care) and assigned personnel; allocated to program/sites with 50 children or less and supervision of a support staff of six or less employees.

MINIMUM EXPERIENCE: Three years experience as an instructional aide or related work experience involving direct contact with students in a school or child care environment is required, preferably including some lead or supervisory responsibilities.

KIDS CLUB SUPERVISOR II

SALARY RANGE:	START	6 MONTHS	1 ½ YEARS	2 ½ YEARS
MONTHLY:	\$3,196	\$3,371	\$3,558	\$3,752
HOURLY:	\$18.42	\$19.45	\$20.51	\$21.65

JOB SUMMARY: Under general supervision, plan, organize and supervise the operation of an assigned Kids Club Program (day care) and assigned personnel; allocated to three to five individual program/sites with 50 to 90 children and supervision of a support staff of seven to twelve employees.

MINIMUM EXPERIENCE: Three years experience as an instructional aide or related work experience involving direct contact with students in a school or child care environment is required including one year of supervisory experience in an extended day program of over 50 students/children with a comprehensive theme-based curriculum.

KIDS CLUB SUPERVISOR III

SALARY RANGE:	START	6 MONTHS	1 ½ YEARS	2 ½ YEARS
MONTHLY:	\$3,375	\$3,559	\$3,756	\$3,963
HOURLY:	\$19.47	\$20.51	\$21.66	\$22.88

JOB SUMMARY: Under general supervision, plan, organize and supervise the operation of an assigned Kids Club Program (day care) and assigned personnel; allocated to five or more individual program/sites with over 90 children and supervision of a support staff of over twelve employees.

MINIMUM EXPERIENCE: Three years experience as an instructional aide or related work experience involving direct contact with students in a school or child care environment is required including two years of supervisory experience in an extended day program of over 90 students/children with a comprehensive theme-based curriculum.

SPECIAL: (1) Some positions in these classifications may require the use of a personal automobile and possession of a valid California driver's license.

SELECTION PROCEDURE: The examination process for this recruitment may be comprised of one or any combination of the following: a "paper screening" of the applicant's training, background, and experience; evaluation of responses on a supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

WE ARE AN EQUAL OPPORTUNITY TITLE VII/MERIT SYSTEM EMPLOYER

Dual Exam 13-0050-3266 ss
13-0051-3267
13-0052-3268

Handwritten signature



2008 Finalist
the Broad Prize
for Urban Education



Classified Employment Opportunity

APPLY TO:
Personnel Commission, Long Beach Unified School District
999 Atlantic Avenue, 3rd Floor, Long Beach, CA 90813 Office: (562)435-5708

24 Hour Job Hotline: (562) 491-JOBS
www.lbschools.net/Main_Offices/Personnel_Commission/

SENIOR NUTRITION SERVICES WORKER – 5071 INTERMEDIATE NUTRITION SERVICES WORKER – 5058

Final Filing Date: 4:30 p.m., Tuesday, January 29, 2013

JOB INFORMATION: The eligibility lists are being created to fill future vacancies as they occur. Positions are permanent 10 or 12 month positions, and the hours can range from 3 to 8 hours per day and/or split shifts. Positions are located at school sites or the Central Kitchen.

APPLICATION: Candidates are strongly encouraged to submit applications online via the Personnel Commission website: www.lbschools.net/Main_Offices/Personnel_Commission/. Commission staff is available if assistance is needed in completing your online application. Application must be made on official application and supplemental application forms obtained from the Personnel Commission.

Note: Before being considered for employment, all applicant's who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

SENIOR NUTRITION SERVICES WORKER:

<u>SALARY RANGE</u>	<u>START</u>	<u>6 MONTHS</u>	<u>1 ½ YEARS</u>	<u>2 ½ YEARS</u>	<u>3 ½ YEARS</u>
MONTHLY:	\$2,489	\$2,626	\$2,770	\$2,922	\$3,083
HOURLY:	\$14.36	\$15.15	\$15.98	\$16.83	\$17.81

JOB SUMMARY: Under general supervision, prepare, package and serve hot and cold menu items at an assigned school site or the central kitchen; maintain nutrition service facilities and equipment in a clean and sanitary condition; train and provide work direction and guidance to assigned staff; perform related duties as assigned.

MINIMUM QUALIFICATIONS INCLUDE:

Any combination of the following experience and education that could likely provide the required knowledge and abilities may be considered. Relevant training and experience would include:

TRAINING: Graduation from high school or equivalent.

EXPERIENCE: One year of food service experience or six months of experience at the level of Intermediate Nutrition Services Worker.

INTERMEDIATE NUTRITION SERVICES WORKER:

<u>SALARY RANGE</u>	<u>START</u>	<u>6 MONTHS</u>	<u>1 ½ YEARS</u>	<u>2 ½ YEARS</u>	<u>3 ½ YEARS</u>
MONTHLY:	\$2,294	\$2,421	\$2,553	\$2,693	\$2,842
HOURLY:	\$13.23	\$13.97	\$14.73	\$15.54	\$16.40

JOB SUMMARY: Under close supervision, prepare, package and serve hot and cold menu items at an assigned school site or the central kitchen; maintain nutrition service facilities and equipment in a clean and sanitary condition; perform related duties as assigned.

MINIMUM QUALIFICATIONS INCLUDE:

Any combination of the following experience and education that could likely provide the required knowledge and abilities may be considered. Relevant training and experience would include:

TRAINING: Completion of the eighth grade.

EXPERIENCE: Six months of food service experience or three months at the level of Nutrition Services Worker.

SPECIAL: (1) Some positions in this classification may require a valid California Class C driver's license. (2) Incumbents in these positions will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the District's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing. (3) Accepting employment in a position in these classifications requires the individual to either, join the union and pay union dues or to pay the union an agency fee.

SELECTION PROCEDURE: The examination process for this recruitment will be comprised of the following: a "paper screening" of the applicant's training, background, and experience; evaluation of responses on a supplemental application; and a written examination; scored on a job-related basis. Candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations. The written examination is tentatively scheduled for 3/5/13, 3/6/13, 3/7/13, and 3/14/13, if necessary.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGES: 9.2.1

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rule 5.1.A, states that the Personnel Commission Administrator 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. Accordingly staff submits the following eligibility lists for consideration of the Commission:

Health Assistant

Dual

13-0041-5170

List Valid: 1/17/13 - 1/17/14

Total applications received: 212

No. Passed: 17 No. Failed: 12

Total invited to exam: 37

No. Withdrew: 8 No. Screened Out: 175

Instructional Aide – Special

Open/Continuous

13-0035-0448

List Valid: 1/09/13 – 1/09/14

Total applications received: 114

No. Passed: 21 No. Failed: 11

Total invited to exam: 78

No. Withdrew: 46 No. Screened Out: 36

Instructional Assistant - Mathematics

Dual

13-0036-5172

List Valid: 12/31/12 – 12/31/13

Total applications received: 135

No. Passed: 39 No. Failed: 2

Total invited to exam: 51

No. Withdrew: 10 No. Screened Out: 84

Intermediate Office Assistant

Bilingual Spanish (Amended)

Dual 13-0032-5052

List Valid: 12/28/12 – 12/28/13

Total applications received: 226

No. Passed: 32 No. Failed: 48

Total invited to exam: 119

No. Withdrew: 39 No. Screened Out: 107

Intermediate Office Assistant – Schools

Bilingual Spanish (Amended)

Dual 13-0033-5050

List Valid: 12/28/12 – 12/28/13

Total applications received: 130

No. Passed: 22 No. Failed: 26

Total invited to exam: 69

No. Withdrew: 21 No. Screened Out: 61

CERTIFIED TO BE CORRECT: Gail Memalo DATE: 1-11-13

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.1.1-12.1.12

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rules 4.2.A.7 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents."

Staff submits a recommendation to remove an eligible from the current lists as detailed in the enclosed agenda material. The individual concerned was given notice of this recommendation and has not responded. If the appellant is present and requests the matter be discussed in open session, that request should be granted.

It is recommended the Commission act to approve this recommendation.

Because of the sensitive nature of the reference material, distribution has been limited to the Personnel Commission and other Personnel staff with a need to know.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.2.1-12.2.13

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rule 4.2.A.5 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list if "presently continuing to serve a judicially imposed sentence including a probationary period for a conviction, unless the District waives this subsection."

Personnel Commission Rule 4.2.A.7 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents."

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.3.1-12.3.13

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rules 4.2.A.7 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents."

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.4.1-12.4.16

Date: January 17, 2013

**Reason for
Consideration:** Restricted Action

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.5.1-12.5.17

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rule 4.2.A.6 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "criminal, infamous, dishonest, immoral, or disgraceful conduct according to standards approved by the commission."

Personnel Commission Rules 4.2.A.7 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents."

Staff submits a recommendation to remove an eligible from the current lists as detailed in the enclosed agenda material. The individual concerned was given notice of this recommendation and has responded. If the appellant is present and requests the matter be discussed in open session, that request should be granted.

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List

PAGES: 12.6.1-12.6.17

Date: January 17, 2013

Reason for
Consideration: Restricted Action

Personnel Commission Rule 4.2.A.7 provides that an individual who is an eligible for appointment to a position in the Classified Service may be removed from an eligibility list for "making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents."

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Review and Take Action on the Hearing
Officer's Report regarding the Dismissal
of a Classified Employee

PAGES: 12.7.1-12.7.12

Date: January 17, 2013

**Reason for
Consideration:** Restricted Action

The report of the Commission assigned Hearing Officer, Kristine Kwong, in the disciplinary action appeal of Employee E00177750 is included for the Personnel Commission for review.

It is suggested the Commission discuss the report in Closed Session before rendering a decision.

Review and Take Action on the Hearing Officer's Report
Regarding the Dismissal of a Classified Employee

Because of the sensitive and confidential nature of the reference material, distribution has been limited to the Personnel Commission and the Executive Officer.