

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

MINUTES
Regular Meeting

August 10, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, August 10, 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, Sheryl Bender.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS PRESENT

Susan Leaming, Interim Executive Officer, Personnel Commission and Classified Employment; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Lydia Tran, Associate Personnel Analyst; Oralia Leyva, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Anne Follett, Human Resources Technician; Monica Gaytan, Human Resources Technician; Jazmin Salgado, Human Resources Technician and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Dale Culton, Certification Services Manager (retired); Heng Lim, CSEA Field Director; Kellyanna Miller, CSEA Representative; Trinita Renfro, CSEA Chapter 2 Chief Steward; Brandon Record, CSEA Chapter 2 Steward; and Mitchell Stewart, CSEA Labor Representative.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of July 27, 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

Susan Leaming, Interim Executive Officer, Personnel Commission and Classified Employment, shared that 85% of Personnel Commission staff have completed the District required cyber security trainings. Ms. Leaming invited the members of the California School Employees Association (CSEA) in attendance to introduce themselves. Ms.

Leaming shared that CSEA representatives were on site today to update the CSEA bulletin board with upcoming news and events.

Amy Van Fossen, Associate Personnel Analyst, reported there are 45 recruitments in various stages in the recruitment process. Ms. Van Fossen shared that she and Maria Braunstein, Personnel Analyst, recently attended a successful job fair for veterans hosted by Pacific Gateway. Ms. Van Fossen shared that there will be a pop-up job fair held at Monroe on Friday, August 18, 2023. Ms. Van Fossen also mentioned that a job fair is scheduled in October in partnership with Pacific Gateway.

Jesus Rios Jr., Certification Services Manager, reported that 36 probationary and substitute employees were appointed into the classified service at the last Board of Education meeting. Mr. Rios shared that 220-day employees will return to school sites on August 21, 2023. Mr. Rios mentioned the hiring event held with the Child Development Centers (CDC) was a success and 12 Child Care Worker positions were filled. Mr. Rios thanked Joanna Guzman, Human Resources Technician; Jazmin Salgado, Human Resources Technician; Wendy Bell, Human Resources Technician and Silaue Taeleifi, Human Resources Technician, for their work processing and fingerprinting new hires at the CDC event.

Ms. Leaming thanked Ashleigh Fernando, Human Resources Technician, for her assistance at the Personnel Commission meeting today.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Head Start Health and Nutrition Manager
2. **RATIFY** job announcement bulletin for Instructional Aide - Catalina Island
3. **RATIFY** job announcement bulletin for Instructional Aide - Expanded Learning
4. **RATIFY** job announcement bulletin for Student Evaluation Technician – Bilingual Spanish
5. **APPROVE** the certification of Chief Technology Officer eligibility list 24-0001-5309 established 08/01/2023
6. **APPROVE** the certification of Glazier eligibility list 24-0008-0110 established 08/02/2023
7. **APPROVE** the certification of Grounds Equipment Operator I eligibility list 23-0303-0175 established 08/01/2023
8. **APPROVE** the certification of Instructional Aide – Expanded Learning eligibility list 24-0017-5319 established 08/02/2023
9. **APPROVE** the certification of Instructional Aide – Special eligibility list 24-0030-0448 established 08/07/2023
10. **APPROVE** the certification of Instructional Aide – Catalina Island eligibility list 23-0301-0436 established 08/07/2023

11. **APPROVE** the certification of Lead Custodian eligibility list 23-0320-0205 established 08/04/2023
12. **APPROVE** the certification of Parent Involvement Specialist eligibility list 23-0192-5218 established 08/02/2023
13. **APPROVE** the certification of Parent Involvement Specialist – Bilingual Spanish eligibility list 23-0167-5220 established 08/02/2023
14. **APPROVE** the certification of Recreation Aide eligibility list 24-0029-5255 established 08/04/2023
15. **APPROVE** the certification of School Intervention Specialist eligibility list 23-0279-5290 established 08/09/2023
16. **APPROVE** the certification of School Intervention Specialist eligibility list 23-0288-5290 established 08/09/2023

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-4 and approve items 5-16 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 Abolishment of a Classification – Behavior Intervention and Coaching Specialist

A motion was made by Linda Vaughan, 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 Abolishment of a Classification – Glazier (grandpersoned class code)

Following discussion, a motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business Item 2.

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

3. **APPROVE** the Abolishment of a Classification – Instructional Assistant – Parent Resources Center/BL

Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to approve New Business Item 3.

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

4. **APPROVE** the Abolishment of a Classification – Maintenance Mechanic

Brandon Record, CSEA Steward, spoke regarding CSEA's opposition to abolishing the classification, discussed how important these positions are in the Maintenance department, and expressed that the District should consider filling these positions again. Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to table New Business Item 4.

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

5. **APPROVE** the Revision of Class Specifications – Warehouse Manager and Warehouse Supervisor

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to approve New Business Item 5.

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

6. **DISCUSS** the following: Revisions to the *Rules and Regulations of the Classified Service* (First Reading)

Mr. Dale Culton, Certification Services Manager (retiree), explained the rationale of the proposed rule revisions. Trinita Renfro, CSEA Chapter 2 Chief Steward, read a statement on behalf of CSEA regarding the proposed rule changes and their concerns with the change to the definition of Transfers. A written copy of the statement and supporting documentation were distributed to the Commission.

OLD BUSINESS None

OTHER ITEMS None

NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, August 24, 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 8:38 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:21 a.m. with no reportable actions.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned 9:22 a.m.