

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

MINUTES
Regular Meeting

June 30, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Vice-Chairperson, on Thursday, June 16, 2022 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 Vice-Chairperson, Sheryl Bender.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski

STAFF MEMBERS PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Dale Culton, Certification Services Manager; Jesus Rios Jr., Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Judith Alonso, Human Resources Technician; and Joanna Guzman, Human Resources Technician.

GUESTS PRESENT

Meleselisa Brown, Human Resources Technician

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of June 16, 2022.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, informed the Commission that the Los Angeles County Office of Education (LACOE) approved the 2022-2023 Personnel Commission budget. Mr. Kato shared that the Personnel Commission office was part of a District wide computer refresh for employees, the computers in the lab were not replaced at this time. Mr. Kato expressed the departments appreciation for the new computer refresh which included a monitor, keyboard and mouse.

Amy Van Fossen, Associate Personnel Analyst, reported that the unit is continuing to open recruitments. Ms. Van Fossen shared there are 79 recruitments currently open, 58 in various stages of the examination process, and 16 are in the testing process.

Maria Braunstein, Associate Personnel Analyst, introduced Meleselisa Brown, Human Resources Technician, from Nutrition Services will be at the Personnel Commission assisting with recruitments and certification process two days each week for the Summer.

Dale Culton, Certification Services Manager, informed the Commissioners that summer school began last Monday. Mr. Culton explained that staff is working to fill the school site vacancies before the new school year.

Susan Leaming, Personnel Analyst, reported the new salary schedules were not ready for distribution at this time.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Custodian
2. **APPROVE** the certification of Custodial Crew Supervisor eligibility list 22-0233-5245 established 06/30/2022
3. **APPROVE** the certification of Custodial Services Inspector eligibility list 22-0179-5191 established 06/24/2022
4. **APPROVE** the certification of Environmental Health and Safety Manager eligibility list 22-0201-0610 established 06/23/2022
5. **APPROVE** the certification of Grounds Service Manager eligibility list 22-0199-5156 established 07/01/2022
6. **APPROVE** the certification of High School Office Supervisor eligibility list 22-0222-3349 established 06/21/2022
7. **APPROVE** the certification of Human Resources Assistant eligibility list 22-0207-3350 established 06/27/2022
8. **APPROVE** the certification of Kids' Club Assistant eligibility list 22-0252-0694 established 06/22/2022
9. **APPROVE** the certification of Nutrition Services Supervisor I eligibility list 22-0229-5064 established 07/01/2022
10. **APPROVE** the certification of Nutrition Services Supervisor II eligibility list 22-0230-5065 established 07/01/2022
11. **APPROVE** the certification of Nutrition Services Supervisor III eligibility list 22-0231-5066 established 07/01/2022
12. **APPROVE** the certification of Office Assistant eligibility list 22-0193-3359 established 06/23/2022
13. **APPROVE** the certification of Office Assistant – Bilingual Spanish eligibility list 22-0198-5158 established 06/30/2022

14. **APPROVE** the certification of Recreation Aide eligibility list 22-0294-5255 established 07/01/2022

15. **APPROVE** the certification of Site Specialist – Student Engagement eligibility list 22-0244-5300 established 07/01/2022

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 ratify items 1 and approve items 2-15 on the Consent Agenda.

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

OLD BUSINESS None

NEW BUSINESS 1. **APPROVE** the Revisions to the *Rules and Regulations of the Classified Service*

Ms. Leaming and Mr. Culton provided an overview of New Business Item 1 and also stated this is the Commission receiving the first reading and will be brought forward for a second reading and approval at the next Commission meeting. No vote was taken to approve the changes to the Rules and Regulations.

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 14 30, 2022 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 8:27 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:50 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 8:51 a.m.