

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

MINUTES
Regular Meeting

February 24, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Terence Ulaszewski, Chairperson, on Thursday, February 24, 2022 at 8:16 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, Terence Ulaszewski.

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; Anne Follett, Employment Services Supervisor (Acting); Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; and Joanna Guzman, Human Resources Technician.

GUESTS PRESENT

None

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of February 10, 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 the first meeting of the Classified Employee Celebration Committee was held and the committee is beginning to collaborate to recognize classified employees during Classified School Employee Week on May 20, 2022.

At 8:20 a.m., Commissioner Vaughan arrived.

Jesus Rios Jr., Associate Personnel Analyst, reported that there are 83 ongoing recruitments in progress, 21 pending, 24 accepting applications, and 30 in test development. Mr. Rios shared that the 21 pending recruitments would be opening over the next weeks.

Anne Follett, Employment Services Supervisor (Acting), reported that there have been 464 summer school applications received and the application period will close on March 18, 2022. Dale Culton, Certification Services Manager, acknowledged Lydia Smith, Human Resources Technician (Acting), for assisting callers applying for Summer School. Mr. Rios stated he attended the Summer School meeting with the different level offices, Transportation, Operations, and Facilities. Mr. Rios mentioned that this year Summer School will require a larger number of employees as it is planned to be held at most school sites.

Susan Leaming, Personnel Analyst, shared the CPR/First Aid sessions for the Buffum school site classified staff were held on February 23, 2022 and 20 employees were certified.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Site Specialist – Business Partnerships
2. **APPROVE** the certification of Custodian eligibility list 22-0079-0139 established 02/24/2022
3. **APPROVE** the certification of Human Resources Technician eligibility list 22-0121-3352 established 02/22/2022
4. **APPROVE** the certification of Instructional Aide - Special eligibility list 22-0181-0448 established 02/25/2022
5. **APPROVE** the certification of Nutrition Services Worker eligibility list 22-0131-5068 established 02/23/2022
6. **APPROVE** the certification of Nutrition Services Worker eligibility list 22-0157-5068 established 02/23/2022
7. **APPROVE** the certification of Purchasing Manager eligibility list 22-0140-5297 established 02/22/2022

Following discussion, a motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify item 1 and approve items 2-7 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		

OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the extension of Administrative Secretary 21-0057-3339 eligibility list established 03/04/2021

Following discussion, a motion was made by Sheryl Bender, seconded by Linda Vaughan, 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 – Executive Director, Equity, Access, and College & Career Readiness

Following discussion, a motion was made by Linda Vaughan, seconded by Sheryl Bender, 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 Revision of a Classification – Water/Boiler Treatment Specialist

Following discussion, a motion was made by Sheryl Bender, 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		

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, March 10, 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 8:32 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 9:35 a.m. and no reportable actions were taken.

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:36 a.m.