

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Minutes for May 14, 2009

PAGES: 7.1.1- 7.1.6

Date: May 28, 2009

Reason for
Consideration: Action

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 8:16 a.m. at which time he led the pledge of allegiance to the flag.

COMMISSION MEMBERS PRESENT STAFF MEMBERS PRESENT

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

Ramon Curiel, Executive Officer
Stephanie Jimenez, Sr. Administrative Secretary
Marilyn Doss, Personnel Analyst
Susan Leaming, Personnel Analyst
Maria Braunstein, Associate Personnel Analyst
Dale Culton, Certification Services Manager
Mary Cates, Human Resources Supervisor
Susan Brister, Human Resources Technician
Anne Follett, Human Resources Technician
Tammie Hirth, Human Resources Technician
Judy Marshall, Human Resources Technician
Esther Martinez, Human Resources Technician
Jan Medford, Human Resources Technician
Denise Petty-Trietsch, Human Resource Technician
Silaue Taeleifi, Human Resources Technician
Maria Villalobos, Human Resources Technician
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guests: Adrienne Rambo, CSEA Unit A and Vice President; Dan Ewaskey, CSEA Unit B, Vice President.

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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Mr. Curiel provided the Commissioners with a copy of the May 5th Classified Board of Education agenda which includes classified reductions and abolishments with an effective date of June 30, 2009. Letters notifying affected employees will start to be mailed out this week.

Maria Lynn Braunstein, Associate Personnel Analyst is overseeing Displacement Services. Ms. Braunstein informed the Commissioners that Personnel Commission is offering one-on-one job counseling services and we have also scheduled displacement counseling through the City of Long Beach at the Personnel Commission office on Tuesday, June 2nd. Representatives from Employment Development Department and City Workforce Development Bureau will be present.

Mr. Curiel also provided the Commissioners with a copy of the current board approved Administrative Appointments.

Mr. Curiel asked the Personnel Commission Division heads to give a brief update of their departments' activities. The staff managers gave individual brief reports to the Commission on the current activities of their units.

PERSONNEL COMMISSION MINUTES

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The minutes of the April 30, 2009 Personnel Commission Meeting were approved.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rules 4.2.A.7.and 4.3. The appellant, Irineo Delgado, was not present. The Commission acted to remove Irineo Delgado from current eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rules 4.2.A.7.and 4.3. The appellant, Brenda Roberson, was not present. The Commission acted to remove Brenda Roberson from current eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Clifton Spears, was not present. The Commission acted to remove Clifton Spears from current eligibility lists.

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.11. The appellant, Marques Woods, was not present. The Commission acted to disqualify Marques Woods from participating in the examination process for School Safety Officer.

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.

Custodian – Avalon	Dual	09-0135-0139
High School Supervisor – Avalon	Dual	09-0125-3349
Substitute Intermediate Office Assistant - Avalon	Dual	09-0134-3354

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. 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:

Campus Security Officer	Dual	09-0118-5011
Campus Security Officer/ Substitutes and LTES	Dual	09-LTES-5011
Custodian	Open/Cont	09-0116-0139
Custodian – Substitute	Open/Cont	09-LTES-0139
Instructional Aide - Special	Open/Cont	09-0121-0448
Instructional Aide – Special/ Substitutes and LTES	Open/Cont	09-LTES-0448
Instructional Assistant Intensive Behavioral Treatment	Open/Cont	09-0105-5035
Pool Attendant	Open/Cont	09-0126-0245
School Safety Officer	Dual	09-0119-5014
Stage Technician (Amended)	Dual	09-0099-0379

OTHER ITEMS

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RESOLUTION HONORING
CLASSIFIED EMPLOYEES

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Chairperson Ulaszewski read aloud the Classified School Employee Week Resolution for the week of May 18 - May 22, 2009. Chairperson Ulaszewski commended the classified staff for their contributions to sites and classrooms and thanked the classified staff from the bottom of his heart for all of their hard work. Commissioner Acosta is looking forward to working with classified staff during the upcoming school year. Commissioner Mulkey applauded Personnel Commission's outstanding level of customer service and she commends and applauds the classified staff. Mr. Curiel supports the Commissioners kind words and mentioned that LBUSD is fortunate for employing such excellent staff. Mr. Curiel also commended CSEA's excellent leadership and thanked the Commissioners for their support.

Mr. Curiel reminded the Commissioners that the Ice Cream Social is scheduled for May 21st from 1:00 – 4:30 p.m. in honor of Classified Employee Week. Chairperson Ulaszewski commended CSEA Vice President for receiving a well deserved "Unsung Hero" award in the CSEA newsletter, "Bear Facts". Chairperson Ulaszewski thanked Mr. Ewaskey for doing such a great job.

The Personnel Commission acted to adopt the following Resolution honoring Classified Employees during Classified Employee Week:



RESOLUTION

CLASSIFIED SCHOOL EMPLOYEE WEEK

WHEREAS, classified school employees provide valuable services to the schools and students of the merit system districts of California; and

WHEREAS, classified school employees contribute to and participate in the establishment and promotion of a positive instructional environment; and

WHEREAS, classified school employees play a vital role in providing for the welfare and safety of all students and employees in the Long Beach Unified School District; and

WHEREAS, classified school employees employed by our school district strive for excellence in all areas relative to the performance of their responsibilities; and

WHEREAS, the Chapter II of the California School Employees Association, the Confidential And Supervising Secretary Association, and the non-represented supervisory and management classified employees have actively participated in and encouraged the furtherance and improvement of the services rendered by classified employees to the district and students; and

WHEREAS, the Personnel Commission endorses the criteria for defining an exemplary classified employee as one who supports the educational mission of the School District by contributing to the classroom support and/or business operations of the District, is committed to being a team player and a positive role model for others, and strives for excellence in personal performance; and

WHEREAS, the Personnel Commission heartily endorses all District activities relative to classified employee recognition; now therefore, be it

RESOLVED, that this Personnel Commission acknowledges and honors the contribution of the classified school employees and their respective leadership to quality education in the Long Beach Unified School District, and recognizes the week of May 18-22, 2009 as CLASSIFIED SCHOOL EMPLOYEES WEEK.

Terry Ulaszewski
Chairperson

Chuck Acosta
Vice-Chairperson

Vera Mulkey
Member

PRESENTATION OF PERSONNEL
COMMISSION EMPLOYEE OF THE YEAR

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COMMISSION EMPLOYEE OF THE YEAR

Mr. Curiel explained that the Personnel Commission has a Staff Recognition Award Program that provides staff members the opportunity to receive recognition for their commitment to excellence, exemplary service and development of innovative and creative processes, program or projects. Each year the recipient of the award receives recognition by means of an individual award trophy and his/her name added to the permanent Personnel

Commission Special Award Trophy displayed in the Commission Office.

Mr. Curiel stated that this year he again solicited staff's input in the selection of the award winner by nominations. He announced that Anne Follett, Human Resources Technician, received the majority of staff's votes and is the recipient of the 2009 Staff Recognition Award. Commissioners Vera Mulkey, Chuck Acosta and Terence Ulaszewski, along with Executive Officer Ramon Curiel, presented the Personnel Commission Employee of the Year plaque to Ms. Follett.

NEXT MEETING

NEXT MEETING

The next regular meeting of the Personnel Commission will be held on Thursday, May 28, 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

CLOSED SESSION

The Personnel Commission adjourned to Closed Session at 9:05 a.m.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 9:25 a.m. No reportable actions were taken.

ADJOURNMENT

There being no further business, Chairperson Ulaszewski adjourned at 9:30 a.m.

Respectfully submitted,

Ramon Curiel
Executive Officer