

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

MINUTES  
Regular Meeting

November 8, 2018

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, November 8, 2018 at 8:23 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 Linda Vaughan.

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

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Mary Cates, Human Resources Supervisor; Connie Ballew, Senior Administrative Secretary (Retired).

GUESTS

Ann Culton, Administrative Coordinator, Human Resource Services; Valeeta Pharr, CSEA Chapter 2 President.

MINUTES OF REGULAR  
MEETING APPROVED

A motion was made by Ms. Bender, seconded by Mr. Ulaszewski, and the motion carried to approve the minutes of the Regular Meeting of October 25, 2018.

<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

Kenneth Kato, Executive Officer, informed the Commission that he attended the Personnel Commissions Association of Southern California (PCASC) luncheon on November 2, 2018. The presenter was attorney Candace M. Bandoian who spoke regarding the Janus decision.

Mr. Kato reported that he presented the Annual Report of the Personnel Commission to the Board of Education on November 7, 2018 and it was well-received by the Board members. Mr. Kato also reported that the Board of Education recommended the reappointment of Sheryl Bender to the Personnel Commission of the Long Beach Unified School District for a three-year term, beginning December 1, 2018.

Mr. Kato informed the Commission that he will be working with the Office of Multimedia Services (OMS) to update the video that is shown at the New Employee Orientation sessions. Board member John McGinnis retired and new footage of Board member Dr. Juan Benitez will be added to the video.

Maria Braunstein, Personnel Analyst reported that she and Susan Leaming, Personnel Analyst, have been meeting with principals and the administrators over the Winners Reaching Amazing Potential (WRAP), Kids' Club, and Child Development Centers to collaboratively review classification specifications and design employment examinations for classified recreation positions. She mentioned that the meetings emphasized the relationship between what is written into the classification specifications and the recruitment and testing process.

Mary Cates, Human Resource Supervisor, notified the Commission that Silaue Taeleifi, Human Resources Technician, will be attending a two-day conference hosted by Frontline Education regarding the absence management substitute system AESOP on November 13 and 14<sup>th</sup>.

#### CONSENT AGENDA

Mr. Ulaszewski noted that the bulletins for the Plant Supervisor series were brought to the Commission for ratification long after they were created. He explained the history behind why the Commission ratifies bulletins after a recruitment has begun, but was disappointed that these bulletins were allowed to slip through the cracks since the recruitments closed back on September 10<sup>th</sup>. After discussion, a motion was made by Ms. Bender and seconded by Mr. Ulaszewski, and the motion carried to ratify and approve Consent Agenda items 1-8 and 9-15.

1. RATIFY job announcement bulletin for Senior ASB Financial Technician
2. RATIFY job announcement bulletin for College and Career Specialist
3. RATIFY job announcement bulletin for Technology Field Operations Supervisor
4. RATIFY job announcement bulletin for Heavy Truck Driver
5. RATIFY job announcement bulletin for Assistant Maintenance Director
6. RATIFY job announcement bulletin for Plant Supervisor I
7. RATIFY job announcement bulletin for Plant Supervisor II
8. RATIFY job announcement bulletin for Plant Supervisor-High School

9. **APPROVE** the certification of Instructional Aide-Special 19-0029-0048 eligibility list established October 26, 2018
10. **APPROVE** the certification of Accounting Technician 19-0025-0750 eligibility list established October 26, 2018
11. **APPROVE** the certification of School Safety Officer 19-0009-5014 eligibility list established October 26, 2018
12. **APPROVE** the certification of Nutrition Services Director 19-0036-5060 eligibility list established November 5, 2018
13. **APPROVE** the certification of Plant Supervisor I 19-0026-5026 eligibility list established November 6, 2018
14. **APPROVE** the certification of Plant Supervisor II 19-0027-5027 eligibility list established November 6, 2018
15. **APPROVE** the certification of Plant Supervisor-High School 19-0028-5029 eligibility list established November 6, 2018

<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

After discussion, a motion was made by Mr. Ulaszewski and seconded by Ms. Bender to approve the abolishment of "Restricted" classifications".

<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

After discussion, a motion was made by Mr. Ulaszewski and seconded by Ms. Bender to extend the eligibility list of Electrician 17-003-0161 established May 23, 2017.

#### OTHER ITEMS

None

#### NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, December 6, 2018 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

#### CLOSED SESSION

The Personnel Commission retired into closed session at 8:40 a.m.

**OPEN SESSION**

The Personnel Commission returned to open session at 9:30 a.m. and no reportable actions were taken.

**ADJOURNMENT**

The Regular Meeting of the Personnel Commission was declared adjourned at 9:31 a.m. with the consent of the members.