

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

MINUTES
Regular Meeting

August 25, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, August 25, 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 Chairperson, 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; Susan Leaming, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; and Anne Follett, Human Resources Technician.

GUESTS PRESENT

Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A; D'Yaisha Yarber, Transportation Supervisor; and Applicant ID 50027959.

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 August 11, 2022.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that he and Jesus Rios Jr., attended the recent Supervising Secretary Institute where Mr. Rios was introduced as the new Certification Services Manager and Oralia Leyva as the new Employment Services Supervisor. Mr. Kato shared that he, Maria Braunstein, Personnel Analyst, and Amy Van Fossen, Associate Personnel Analyst, recently attended the Personnel Testing Council of Southern California (PTC-SC) meeting regarding setting employment examination pass points. Mr. Kato explained that efforts to pass Assembly Bill 2045 have ended as the author has withdrawn the bill for consideration due to concerns brought forward by labor

unions. Commissioner Vaughan spoke regarding CSEA's concerns on how the legislation would potentially impact smaller districts.

Mr. Kato provided the unit report for Recruitment and Testing, stating there are 76 recruitments in progress with 37 accepting applications, 22 being scored, 12 testing, five screening applications and 21 pending.

Jesus Rios Jr., Certification Services Manager, reported that staff has been preparing for the opening of school on August 31, 2022. Mr. Rios shared that at the last Board of Education meeting there were 36 probationary classified employees appointed. Mr. Rios recognized Anne Follett, Human Resources Technician, for her work distributing the Intermediate Office Assistant substitute list.

Susan Leaming, Personnel Analyst, informed the Commission that the Special Education office will continue to share a contract to fund CPR/First Aid classes for classified staff. Ms. Leaming noted the first sessions will be held in October with additional sessions in February and March 2023 (dates to be determined).

Mr. Kato shared that the department managers and supervisors attended the Superintendent's recent kick-off meeting at Jordan High School, Amy Van Fossen, Associate Personnel Analyst; Jesus Rios Jr., Certification Services Manager; and Oralia Leyva, Employment Services Supervisor, were recognized at the event as new and promotional management and supervisory employees.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Accounting Manager
2. **RATIFY** job announcement bulletin for Assistant Director Fiscal Services
3. **RATIFY** job announcement bulletin for College and Career Specialist
4. **RATIFY** job announcement bulletin for Credential Services Specialist
5. **RATIFY** job announcement bulletin for Custodian
6. **RATIFY** job announcement bulletin for Educare Family Support Specialist – Bilingual Spanish
7. **RATIFY** job announcement bulletin for Human Resources Assistant
8. **RATIFY** job announcement bulletin for Human Resources Technician
9. **RATIFY** job announcement bulletin for Instructional Aide – Educare
10. **RATIFY** job announcement bulletin for Instructional Aide - Educare Bilingual Spanish
11. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant
12. **RATIFY** job announcement bulletin for Intermediate Payroll Accounting Technician

13. **RATIFY** job announcement bulletin for Inventory Control Technician
14. **RATIFY** job announcement bulletin for School Safety Supervisor
15. **RATIFY** job announcement bulletin for Senior Accounting Assistant
16. **RATIFY** job announcement bulletin for Senior Payroll Accounting Technician
17. **APPROVE** the certification of Campus Staff Assistant eligibility list 22-0280-5288 established 08/23/2022
18. **APPROVE** the certification of Campus Staff Assistant eligibility list 22-0295-5288 established 08/23/2022
19. **APPROVE** the certification of Grounds Equipment Operator II eligibility list 22-0234-0176 established 08/15/2022
20. **APPROVE** the certification of Head Start Instructional Aide eligibility list 22-0218-0857 established 08/12/2022
21. **APPROVE** the certification of Head Start Instructional Aide – BL Spanish eligibility list 22-0219-5235 established 08/19/2022
22. **APPROVE** the certification of Kids' Club Assistant eligibility list 23-0002-0694 established 08/18/2022
23. **APPROVE** the certification of Recreation Aide eligibility list 23-0041-5255 established 08/22/2022
24. **APPROVE** the certification of Recreation Aide – WRAP Expanded Learning eligibility list 23-0003-5261 established 08/18/2022
25. **APPROVE** the certification of Recreation Leader – WRAP Expanded Learning eligibility list 23-0004-5262 established 08/18/2022
26. **APPROVE** the certification of Recreation Leader – WRAP Expanded Learning eligibility list 23-0016-5262 established 08/18/2022
27. **APPROVE** the certification of Recreation Aide – WRAP Expanded Learning eligibility list 23-0017-5261 established 08/18/2022
28. **APPROVE** the certification of Salary Services Supervisor eligibility list 22-0285-5009 established 08/26/2022
29. **APPROVE** the certification of Translator-Interpreter – BL Spanish eligibility list 23-0001-5079 established 08/23/2022
30. **APPROVE** the certification of Transportation Supervisor eligibility list 22-0275-0886 established 08/16/2022

Following discussion, a motion to approve the consent agenda with the corrections noted by Mr. Kato was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-16 and approve items 17-30 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. **APPEAL** of a Disqualified Applicant ID 50027959

New Business Item 1 was moved into closed session.

2. **APPROVE** the Continued Ineligibility of an Applicant (Profiles 15067691 and 10091212)

New Business Item 2 was moved into closed session.

OLD BUSINESS

None

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, September 8, 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 8:29 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 9:40 a.m. and the following reportable actions were taken:

1. **APPEAL** of a Disqualified Applicant ID 50027959

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to grant the appeal of Applicant ID 50027959 and allow the applicant to continue in the examination process.

<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 Continued Ineligibility of an Applicant (Profiles 15067691 and 10091212)

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to continue to bar Applicant ID (Profiles 15067691 and 10091212) from applying.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:41 a.m.