

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
880 Locust Ave.
Long Beach, CA 90813

MINUTES
Regular Meeting

October 22, 2020

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, October 22, 2020 at 8:15 a.m. at 880 Locust Ave., Long Beach, California. The meeting was broadcasted on the LBUSD YouTube channel and attendees were participating by teleconference.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson, Sheryl Bender.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS TELEPHONICALLY PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Gregory Robinson, Personnel Analyst; Dale Culton, Certification Services Manager; Ashleigh Fernando, Senior Administrative Secretary (Acting); Judith Alonso, Human Resources Technician; Anne Follett, Human Resources Technician; Alejandra Torres, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Steve Rockenbach, Director of Employee Relations and Ethics; Vaurice Scott, CSEA Chapter 2 Vice President – Unit A; Chester Davidson, CSEA Chapter 2 Vice President – Unit B; Gary Marshall, Multimedia Technology Supervisor; and Ruben Sosnowski, Production Specialist/Editor.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of October 08, 2020.

<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, reported staff participated in the Great California ShakeOut on October 15, 2020 and staff also participates in emergency drills conducted by the interim school site Cubberly K-8. Mr. Kato and some of the managers attended the Personnel Commissions Association of Southern California (PCASC) virtual legal updates seminar with attorney Kristine Kwong that covered information regarding new laws and COVID-related issues.

Maria Braunstein, Personnel Analyst, reported she attended a Zoom videoconference meeting with the Long Beach School for Adults Building Maintenance Custodial Services class. Ms. Braunstein will meet with the class again next week to answer additional questions and connect the students with Personnel Commission staff members who, will serve as liaisons to assist students during the recruitment process. Terence Ulaszewski, Commissioner, recommended the students be reminded to disclose any relevant records during the application process. Ms. Braunstein thanked Mr. Ulaszewski and stated she will emphasize the importance of fully disclosing information to the students.

Dale Culton, Certification Services Manager, reported Operations management requested additional substitute Custodians, and that a recruitment for substitutes is now open. Mr. Culton mentioned staff is working with sites to verify current vacancies they plan to fill.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Carpenter
2. **RATIFY** job announcement bulletin for Electrician
3. **RATIFY** job announcement bulletin for Groundskeeper
4. **RATIFY** job announcement bulletin for Nutrition Services Manager (Revised)
5. **RATIFY** job announcement bulletin for Physician Services Technician (C)
6. **RATIFY** job announcement bulletin for Plumber
7. **RATIFY** job announcement bulletin for Staffing Analyst – Human Resource Services
8. **APPROVE** the certification of Behavior Intervention Assistant eligibility list 20-0164-5216 established 10/22/2020
9. **APPROVE** the certification of Child Care Worker eligibility list 21-CCW5-5258 established 10/13/2020
10. **APPROVE** the certification of Child Care Worker eligibility list 21-CCW6-5258 established 10/13/2020
11. **APPROVE** the certification of Custodian eligibility list 21-0017-0139 established 10/09/2020
12. **APPROVE** the certification of Head Start Instructional Aide – BL SP eligibility list 20-0105-5235 established 08/13/2020 (Revised)

13. **APPROVE** the certification of Head Start Instructional Aide – BL SP eligibility list 20-0138-5235 established 08/13/2020 (Revised)
14. **APPROVE** the certification of Instructional Aide – Educare – BL SP eligibility list 20-0110-5206 established 08/13/2020 (Revised)
15. **APPROVE** the certification of Instructional Aide – Educare – BL SP eligibility list 20-0145-5206 established 08/13/2020 (Revised)
16. **APPROVE** the certification of Nutrition Services Operations Coordinator eligibility list 21-0026-5063 established 10/21/2020
17. **APPROVE** the certification of Nutrition Services Worker eligibility list 21-0006-5068 established 10/01/2020
18. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 21-0018-5257 established 08/31/2020 (Revised)
19. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 21-0027-5257 established 09/08/2020 (Revised)
20. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 21-0030-5257 established 10/14/2020
21. **APPROVE** the certification of School Safety Officer eligibility list 21-0015-5014 established 10/16/2020

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-7 and approve items 8-21 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		

CONSENT AGENDA
OLD BUSINESS

None

NEW BUSINESS

1. **REVIEW** and **ADOPT** the Personnel Commission Annual Report for 2019-2020

Mr. Kato noted that Education Code requires the Personnel Commission to prepare an Annual Report for the Board of Education. The report informs the Board of Education of the activities of the Personnel Commission during the preceding fiscal year. Mr. Kato presented the report to the Commission for their review and consideration.

Following discussion, a motion was made by Linda Vaughan, seconded by Terence Ulaszewski, 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		

OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, November 5 at 8:15 a.m. at 880 Locust Ave., Long Beach, California and members of the public may observe the meeting in real-time simulcast by selecting the Video & Multimedia icon at lbschools.net.
CLOSED SESSION	The Personnel Commission retired into closed session at 9:06 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:10 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 9:11 a.m.