

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

MINUTES
Regular Meeting

December 17, 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, December 17, 2020 at 8:15 a.m. at 880 Locust Ave., Long Beach, California. The meeting was broadcast 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; Jesus Rios Jr., Employment Services Supervisor; Ashleigh Fernando, Senior Administrative Secretary (Acting); Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; and Alejandra Torres, Human Resources Technician.

GUESTS TELEPHONICALLY PRESENT

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 December 3, 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, informed the Commission that staff is currently telecommuting on a rotating schedule in order to comply with new District procedures of reducing the number of employees who share a workspace.

Mr. Kato thanked Chester Davidson, CSEA Chapter 2 Vice President–Unit B, and Vaurice Scott, CSEA Chapter 2 Vice President–Unit A, for their service as CSEA representatives and for helping the Personnel Commission communicate with their members.

Mr. Kato informed the Commission that the new Board of Education members, Douglas Otto and Erik Miller, were sworn in at the last Board meeting. Mr. Otto and Mr. Miller are replacing Board members Jon Meyer and Dr. Felton Williams.

Mr. Kato noted that Gompers and Hudson K-8 schools will become K-5 elementary schools next school year. Personnel Commission staff is working with the level offices to determine any necessary classified staffing adjustments.

Mr. Kato informed the Commission there is a COVID-19 dashboard accessible on the District's webpage that provides information regarding the number of cases reported at District sites. Mr. Kato also mentioned that due to a surge in COVID-19 cases, the District will continue to provide most instruction through distance learning until at least March 1, rather than starting in-person classes on January 28.

Andrea Armas, Human Resources Technician, informed the Commission that Recruitment and Testing currently has forty-four (44) open recruitments in various stages of the process. Ms. Armas also discussed how staff is able to manage multiple recruitments while adjusting to virtual examinations. Ms. Armas mentioned that while staff does miss in-person interactions with candidates and raters, the available technologies are beneficial, including testing larger pools of candidates in a shorter time frame and the ease of raters being able to remotely score candidates.

Jesus Rios Jr., Employment Services Supervisor, recognized Human Resources Technician Oralia Leyva and Susan Brister for their efforts distributing, receiving and logging classified performance evaluations. Mr. Rios Jr., mentioned that two hundred thirty-five (235) performance evaluations were sent out this month. Mr. Rios Jr. also mentioned that efforts to plan for summer school have begun and staff is currently testing the online application system.

Dale Culton, Certification Services Manager, thanked Chester Davidson, CSEA Chapter 2 Vice President–Unit B, and Vaurice Scott, CSEA Chapter 2 Vice President–Unit A, for their service as CSEA representatives. Mr. Culton also mentioned that the new Board of Education members would be processed at the Personnel Commission in the near future.

Susan Leaming, Personnel Analyst, informed the Commission that work continues on the School Safety job family study. Ms. Leaming explained that Campus Security Officers are being asked to volunteer for a focus group meeting and the meetings will be held in January and February.

Kenneth Kato, Executive Officer, concluded his report by thanking the Los Angeles County Office of Education's Personnel Commission for conducting a training for staff regarding examination construction.

CONSENT AGENDA

1. **APPROVE** the certification of Assistant Public Information Director eligibility list 21-0035-5266 established 12/10/2020
2. **APPROVE** the certification of College & Career Specialist eligibility list 21-0031-5177 established 12/18/2020
3. **APPROVE** the certification of Custodian – Substitute Work Only eligibility list 21-0051-0139 established 12/11/2020
4. **APPROVE** the certification of Custodian – Substitute Work Only eligibility list 21-0052-0139 established 12/18/2020
5. **APPROVE** the certification of Nutrition Services Worker eligibility list 21-0029-5068 established 12/07/2020
6. **APPROVE** the certification of Nutrition Services Worker (Avalon) eligibility list 21-0014-5068 established 12/07/2020

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve items 1-6 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 Custodian Assistant 20-0087-5025 eligibility list established 01/31/2020
2. **APPROVE** the extension of Educare Family Support Specialist 20-0061-5203 eligibility list established 12/17/2019
3. **APPROVE** the extension of Landscape Irrigation Worker 20-0074-0617 eligibility list established 12/23/2019
4. **APPROVE** the extension of Middle School Office Supervisor 20-0099-3357 eligibility list established 02/24/2020
5. **APPROVE** the extension of Plant Supervisor II 20-0085-5027 eligibility list established 01/30/2020
6. **APPROVE** the extension of Senior Office Assistant 20-0097-3363 eligibility list established 02/06/2020

7. **APPROVE** the extension of Senior Office Assistant BL Spanish 20-0098-5091 eligibility list established 02/06/2020

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

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

8. **APPROVE** the abolishment of a classification: Military Property Specialist

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 8.

<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, January 14, 2021 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 8:36 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:55 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 8:56 a.m.