

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
1515 Hughes Way
Long Beach, CA 90810

MINUTES
Regular Meeting

August 13, 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, August 13, 2020 at 8:20 a.m. in the Community Room at 1515 Hughes Way, 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; Gregory Robinson, Associate Personnel Analyst; Ashleigh Fernando, Senior Administrative Secretary (Acting); Jesus Rios Jr., Employment Services Supervisor; Justine Abendschan, Human Resources Technician; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Alejandra Torres, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Gilbert Bonilla, CSEA Chapter 2 President; 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 July 30, 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, welcomed Cubberley Middle School which will be housed temporarily at Monroe. Cassandra Richards, Cubberley Principal, and other Cubberley staff have started preparing for school this week.

Greggory Robinson, Associate Personnel Analyst, reported the Recruitment and Testing currently has forty (40) open recruitments. CODESP has provided some Unit entry level exams, such as the Custodian exam. Mr. Robinson along with Maria Braunstein, Personnel Analyst, continue to develop the bulk of the examination content. The Custodian recruitment closed with one hundred and thirty (130) applications received. Mr. Robinson recognized the Recruitment and Testing team who produced twenty (20) eligibility lists since June amidst a pandemic and showed gratitude for all their hard work. Mr. Robinson mentioned that there are two (2) Intermediate Office Assistant – Bilingual Spanish eligibility lists to be approved on the agenda. This is due to the combination of the Intermediate Office Assistant and Intermediate Office Assistant – Schools classification.

Jesus Rios Jr., Employment Services Supervisor, reported the Certification Unit has responded to phone calls as Principals and Office Staff return to sites next week. Certification received multiple hourly elections from school sites in preparation for the start of school. Certification is sending out lists to Principals prior to opening to have available upon their return. Mr. Rios praised the use of the new fingerprinting process as it has reduced processing times significantly. The Certification Unit continues to process substitutes to increase the substitute pool before school starts.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Executive Secretary to the Superintendent / Board of Education (C)
2. **RATIFY** job announcement bulletin for Recreation Aide
3. **RATIFY** job announcement bulletin for Recreation Aide – Kids' Club
4. **APPROVE** the certification of Head Start Instructional Aide – Bilingual Spanish eligibility list 20-0105-5235 established 08/13/2020
5. **APPROVE** the certification of Head Start Instructional Aide – Bilingual Spanish eligibility list 20-0138-5235 established 08/13/2020
6. **APPROVE** the certification of Instructional Aide – Educare Bilingual Spanish eligibility list 20-0110-5206 established 08/13/2020
7. **APPROVE** the certification of Instructional Aide – Educare Bilingual Spanish eligibility list 20-0145-5206 established 08/13/2020
8. **APPROVE** the certification of Intermediate Office Assistant – Bilingual Spanish eligibility list 20-0148-5050 established 08/12/2020
9. **APPROVE** the certification of Intermediate Office Assistant – Bilingual Spanish eligibility list 20-0149-5052 established 08/12/2020

10. **APPROVE** the certification of Network Specialist eligibility list 20-0147-5119 established 08/14/2020
11. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0122-5068 established 08/13/2020
12. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0136-5068 established 08/13/2020
13. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0152-5068 established 08/13/2020

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to ratify items 1-3 and approve items 4-13 on the Consent Agenda.

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

OLD BUSINESS	None
NEW BUSINESS	None
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, August 27 at 8:15 a.m. at 1515 Hughes Way, 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 8:32 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:42 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 8:43 a.m.