

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

MINUTES  
Regular Meeting

April 22, 2021

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, April 22, 2021 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; Dale Culton, Certification Services Manager; Gregory Robinson, Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Alejandra Torres, Human Resources Technician; and Ashleigh Fernando, Human Resources Assistant; Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A; Gary Marshall, Multimedia Technology Supervisor; 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 April 8, 2021.

<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 plans are progressing to recognize classified employees during Classified School Employee Week in May.

Greggory Robinson, Personnel Analyst, reported 52 recruitments are in various stages of the examination process with 26 accepting applications, four in exam development, nine in scoring, and 13 that are in testing. Mr. Robinson mentioned that while online testing continues, in-person testing at the Personnel Commission offices has also resumed, providing additional flexibility to move more applicants through the testing process.

Dale Culton, Certification Services Manager, informed the Commissioners that recent hires included 31 probationary employees, 11 promotional candidates, 26 substitutes, and one provisional candidate. Mr. Culton mentioned that on March 17, 2021 the Board of Education approved the abolishment of 14 positions and the reduction of one. Mr. Culton explained that while several individuals will be laid off, the majority of the affected employees have accepted placement in other positions and will not be affected negatively by the layoff.

Susan Leaming, Personnel Analyst, provided an update to the Commission on the progress of the School Safety job family study. Ms. Leaming reported that the first virtual CalPERS retirement workshop will be held this afternoon and thanked Aisha Alex, Human Resources Assistant, for her assistance sending correspondence and assisting employees to sign up for the workshop.

Mr. Kato shared that students have returned to the Cubberley interim site located on the Monroe campus and it is nice to have students back on the site.

Commissioner Ulaszewski commented that having students on site is a direct reminder that the Commission's work is to recruit and develop classified employees which will lead this generation of students.

Commissioner Bender shared Commissioner Ulaszewski's sentiments and stated how nice it must be for staff to see students out of their windows.

#### CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Administrator, Facilities, Development and Planning
2. **RATIFY** job announcement bulletin for Custodian-Substitute Only
3. **RATIFY** job announcement bulletin for Plant Supervisor I
4. **APPROVE** the certification of Intermediate Accounting Assistant eligibility list 21-0060-0755 established 04/19/2021
5. **APPROVE** the certification of Intermediate Payroll Accounting Technician eligibility list 21-0058-0756 established 04/19/2021
6. **APPROVE** the certification of Recreation Aide eligibility list 21-0103-5255 established 04/13/2021
7. **APPROVE** the certification of Recreation Aide eligibility list 21-0104-5255 established 04/21/2021

8. **APPROVE** the certification of Senior Accounting Assistant eligibility list 21-0061-0760 established 04/20/2021
9. **APPROVE** the certification of Senior Payroll Accounting Technician eligibility list 21-0059-0762 established 04/20/2021
10. **APPROVE** the certification of Staffing Analyst-Human Resource Services eligibility list 21-0045-5195 established 04/23/2021

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 item 1-3 and approve items 4-10 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** a Public Hearing date for the proposed Personnel Commission Budget for 2021-2022

Following discussion, 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 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		

2. **APPROVE** meeting dates for Personnel Commission 2021-2022

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 2.

<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

NEXT REGULAR MEETING                      The next Regular Meeting of the Personnel Commission is scheduled for Thursday, May 6, 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 8:27 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.