

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

December 5, 2019

MINUTES
Regular Meeting

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 5, 2019 at 9:32 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, Sheryl Bender.

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; Dale Culton, Certification Services Manager; Gregg Robinson, Associate Personnel Analyst; Connie Ballew, Acting Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Alejandra Torres, Human Resources Technician; Andrea Armas, Human Resources Technician; Oralia Leyva, Human Resources Technician; Susan Brister, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; and Aaron Dominguez, Human Resources Technician.

GUESTS

Gilbert Bonilla, CSEA Chapter 2 President.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of November 21, 2019.

<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, Personnel Commission, informed the Commission that the re-election of Commissioner Linda Vaughan will be presented at The Board of Education meeting on December 18, 2019.

Gregg Robinson, Associate Personnel Analyst announced that there are 45 open recruitments including 17 continuous recruitments. Mr. Robinson also reported that (10) ten recruitments in the last two weeks have closed resulting in (10) ten eligibility lists.

Jesus Rios Jr., Employment Services Supervisor, thanked his staff for all of their hard work and mentioned that he has been receiving positive feedback from sites regarding the timely responsiveness of his staff.

Susan Learning, Personnel Analyst, reported that the Instructional Aide-Special job family study will be brought forward to the Commission for approval at the December 19, 2019 meeting.

Ms. Learning announced there are two sessions of CPR/First Aid certification scheduled on December 13, 2019 at the Teacher Resource Center (TRC) and that openings are still available for both sessions.

Vanessa Ortiz, Human Resources Technician shared she is collecting donations for the holidays, on the behalf of two organizations, Long Beach Unified School District's Mary McLeod Bethune Transitional Center and Operation Gratitude. Mr. Kato thanked Ms. Ortiz for bringing forward opportunities to donate to those in need and for coordinating the donations effort

CONSENT AGENDA

After discussion, a motion was made by Ms. Vaughani, seconded by Mr. Ulaszewski, and the motion carried with a unanimous vote of those present to ratify item 1 and approve items 2-6 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		

1. **RATIFY** job announcement bulletin for Instructional Aide-Educare
2. **APPROVE** the certification of Water-Boiler Treatment Specialist eligibility list 20-0005-3299 established 11/21/2019
3. **APPROVE** the certification of Child Care Worker eligibility list 20-0048-5258 established 11/21/2019
4. **APPROVE** the certification of Instructional Aide Special eligibility list 20-0051-0048 established 11/21/2019
5. **APPROVE** the certification of Elementary School Office Supervisor eligibility list 20-0049-3345 established 11/12/2019

6. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0038-5068 established 11/20/2019

OLD BUSINESS None

NEW BUSINESS 1. APPROVE the Reallocation of a Classification

<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, December 19, 2019 at 8:00 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

CLOSED SESSION The Personnel Commission retired into closed session at 9:43 a.m.

The Personnel Commission returned to open session at 10:41 a.m. and no reportable action was taken.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 10:42 a.m.