

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

MINUTES

Regular Meeting

October 24, 2019

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 24, 2019 at 8:18 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  
Linda Vaughan  
Terence Ulaszewski

STAFF MEMBERS PRESENT

Kenneth Kato, Executive Officer; Dale Culton, Certification Services Manager; Jesus Rios Jr., Employment Services Supervisor; Gregory Robinson, Associate Personnel Analyst; Bill Ewing, Acting Personnel Analyst; Connie Ballew, Senior Administrative Secretary; Judith Alonso, Human Resources Technician; Oralia Leyva, Human Resources Technician; Andrea Armas, Human Resources Technician; Anne Follett, Human Resources Technician; Aaron Dominguez, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Alejandra Torres, Human Resources Technician; and Susan Brister, Human Resources Technician

GUESTS

Gilbert Bonilla, CSEA Chapter 2 President; Chester Davidson, CSEA Chapter 2 Vice-President Unit B; Cynthia Young, Director Child Development Centers and Cristabel Rodriguez, Program Coordinator, Child Development Centers.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Mr. Ulaszewski, and seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of October 10, 2019.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM  
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, Personnel Commission, recognized Bill Ewing, Acting Personnel Analyst for the Classification and Compensation work he has completed while substituting for Susan Learning, Personnel Analyst.

Gregg Robinson, Associate Personnel Analyst, informed the Commission that there are 30 open exams and 14 more to open. Mr. Robinson stated that there are currently 12 continuous examinations which is the most that has ever been open simultaneously.

Jesus Rios Jr., Employment Services Supervisor, recognized his staff for their work processing new employees. Mr. Rios Jr. also informed the Commission that the All District Secretaries' meeting he attended with Dale Culton, Certification Services Manager went well.

Dale Culton, Certification Services Manager, informed the Commission that there were 64 appointments to classified positions at the last two Board of Education Meetings. Mr. Culton stated that 50 of those appointments were probationary and 14 were substitute positions.

Kenneth Kato, Executive Officer, Personnel Commission informed the Commission that Personnel Commission has received compliments from Administrators for the quality of candidates for Facilities Director and Staff Secretary eligibility lists.

CONSENT AGENDA

A motion was made by Mr. Ulaszewski, and seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to ratify items 1-8 and approve items 9-18 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		

1. **RATIFY** job announcement bulletin for ASB Financial Technician
2. **RATIFY** job announcement bulletin for Executive Secretary (C)
3. **RATIFY** job announcement bulletin for HVAC Technician
4. **RATIFY** job announcement bulletin for Stage Technician
5. **RATIFY** job announcement bulletin for Educare Family Support Specialist

6. **RATIFY** job announcement bulletin for Educare Family Support Specialist – BL Spanish
7. **RATIFY** job announcement bulletin for Custodian
8. **RATIFY** job announcement bulletin for Senior Health Assistant
9. **APPROVE** the certification of Instructional Aide Educare – BL Spanish eligibility list 20-0027-5206
10. **APPROVE** the certification of Instructional Aide Special (Revised) eligibility list 20-0017-0448 established 09/26/2019
11. **APPROVE** the certification of Laborer eligibility list 20-0023-0204 established 10/15/2019
12. **APPROVE** the certification of Nutrition Services Operations & Training Specialist eligibility list 20-0029-5062 established 10/18/2019
13. **APPROVE** the certification of Nutrition Services Worker eligibility list 19-0155-5068 established 10/15/2019
14. **APPROVE** the certification of Staff Secretary eligibility list 20-0016-3364 established 10/16/2019
15. **APPROVE** the certification of Staff Secretary – BL Spanish eligibility list 20-0031-5085 established 10/16/2019
16. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0018-5068 established 10/16/2019
17. **APPROVE** certification of Welder eligibility list 20-0003-0137 established 10/15/2019
18. **APPROVE** certification of Purchasing Assistant eligibility list 20-0026-5129 established 10/16/2019

OLD BUSINESS

None

**NEW BUSINESS**

1. **APPROVE** the following:  
Revise the classification description of Child Care Worker

Following discussion, a motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to revise the classification description of Child Care Worker

<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 7, 2019 at 8:15 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 8:31 a.m.

**OPEN SESSION**

The Personnel Commission returned to open session at 9:38 a.m. and no reportable actions were taken.

**ADJOURNMENT**

The Regular Meeting of the Personnel Commission was declared adjourned at 9:38 a.m.