



PERSONNEL COMMISSION

PLEASE POST

MEETING AGENDA

Testing Room
Personnel Commission Office
999 Atlantic Avenue, Third Floor
Long Beach, CA 90813

November 19, 2009
THURSDAY
8:15 A.M.

1. CALL TO ORDER
2. ROLL
 1. Terry Ulaszewski, Chairperson Present _____
 2. Chuck Acosta, Vice-chairperson Present _____
 3. Vera Mulkey, Member Present _____
3. PRELIMINARY
 - 3.1 Pledge of Allegiance to the Flag
 - 3.2 Introduction of Guests
4. HEARING OF PUBLIC TESTIMONY AND QUESTIONS FROM THE FLOOR ON ITEMS NOT LISTED ON AGENDA
5. REPORT FROM THE EXECUTIVE OFFICER
6. HEARINGS Action
None
7. MINUTES Action
 - 7.1 Approval of Minutes for November 5, 2009
8. ITEMS FOR DISCUSSION AND/OR ACTION
 - 8.1 Appeal of Disqualified Applicant per PC Rule 4.2.A.24 Restricted Action
 - 8.2 Appeal of Disqualified Applicant per PC Rule 4.2.A.10 Restricted Action
9. BULLETINS AND TESTING ACTIONS
 - 9.1 Bulletins – Per Personnel Commission Rule 4.6.B Action
 - 9.2 Eligibility Lists – Per Personnel Commission Rule 5.1.A Restricted Action
10. Other Items
None
11. The next regular meeting of the Personnel Commission will be held on Thursday, December 10, 2009 at 9:00, in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, California.
12. CLOSED SESSION
13. ADJOURNMENT

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Minutes for November 5, 2009

PAGE: 7.1.1 – 7.1.4

Date: November 19, 2009

Reason for
Consideration: Action

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Chairperson Terry Ulaszewski passed authority to Vera Mulkey due to illness. Acting Chair Mulkey called the meeting of the Personnel Commission to order at 8:16 a.m. and led the pledge of allegiance.

COMMISSION MEMBERS PRESENT

Terry Ulaszewski, Chairperson
Vera Mulkey, Member

STAFF MEMBERS PRESENT

Ramon Curiel, Executive Officer
Lori Gamble, Sr. Administrative Secretary
Shirley Chiavetta, Sr. Personnel Analyst
Mary Cates, Human Resources Supervisor
Maria Lynn Braunstein, Assoc. Personnel Analyst
Adrianna Araujo-Honorio, Staff Secretary
Maria Villalobos, Human Resources Technician
Susan Brister, Human Resources Technician
Judy Marshall, Human Resources Assistant

PRELIMINARY

Guests: Les Leahy, Business Services Administrator; Mary Brown, CSEA Chapter President Long Beach 2, Adrienne Rambo, CSEA Unit A, Vice President, Dan Ewaskey, CSEA Unit B, Vice President

HEARING OF PUBLIC TESTIMONY AND
QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

None

HEARING OF PUBLIC TESTIMONY AND
QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

REPORT FROM THE EXECUTIVE OFFICER

REPORT FROM THE EXECUTIVE OFFICER

Ramon Curiel reported to the Commission of the tragic death of Melody Ross, a student at Wilson High School who passed away Friday, October 30.

Mr. Curiel reported that the District sponsored bill, Measure T, failed at the polls November 3. He explained that the District is still facing a \$90 million deficit over the next two years which will be discussed in detail at the upcoming Board of Education workshop November 30 and December 1, 2009.

Mr. Curiel presented the Department goals that were given to the Superintendent. The Department Managers read their respective goals and discussed them with the Commission.

HEARINGS

HEARINGS

None

PERSONNEL COMMISSION MINUTES

PERSONNEL COMMISSION MINUTES

The Commission approved the minutes of the October 22, 2009, Personnel Commission Meeting.

CLASSIFICATION/RESTRUCTURE REVISIONS TO A CLASS DESCRIPTION

CLASSIFICATION/RESTRUCTURE

The Personnel Commission acted to approve the following classification recommendations per Education Code 45256 and according to Personnel Commission Rules,

CREATE A NEW CLASSIFICATION Administrative Secretary – Bilingual Spanish

CREATE A NEW CLASSIFICATION

REVISIONS TO A CLASS SPECIFICATION Instructional Aide – A.D.D. – V/V

REVISIONS TO A CLASS SPECIFICATION

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rule 4.2.A.7. The individual was not present. The Commission acted to remove Takreem T. Aaron-Lyday from current eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rule 4.2.A.7. The individual was not present. The Commission acted to remove Ramon Quintero Lopez from current eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rule 4.2.A.5 and 4.2.A.7. The individual was not present. The Commission acted to remove Alejandra Ramos from current eligibility lists.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rule 4.2.A.7. The individual was not present. The Commission moved item 8.5 to Closed Session.

BULLETINS

BULLETINS

Personnel Commission Rule 4.6.B.1, states that the Personnel Commission Executive Officer shall be responsible for issuing job announcement bulletins to publicize recruitment and examination processes. All job bulletins issued are then to be ratified at the first reasonable opportunity at a Commission meeting. The Commission acted to ratify the following bulletin:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Plant Supervisor I	Prom	10-0029-5026
Small Engine Mechanic	Dual	10-0053-0573
Substitute Head Start Instructional Aide	Open/Cont.	10-0051-0657

ELIGIBILITY LISTS

ELIGIBILITY LISTS

Personnel Commission Rule 5.1.A, states that the Personnel Commission Executive Officer shall be responsible for establishing eligibility lists as a result of examination processes authorized by these rules. All such eligibility lists shall then be certified at the first reasonable opportunity at a Commission meeting following the protest and review period. The Commission acted to certify the following eligibility lists:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Campus Security Officer	Dual	10-0041-5011
Campus Security Officer Limited Term and Substitutes	Open/Cont.	10-SUBS-5011
Custodian	Dual	10-0036-0139
Custodian Substitute	Open/Cont.	10-SUBS-0139
Instructional Aide – Special	Open/Cont.	10-0042-0448
Instructional Aide – Special Substitute	Open/Cont.	10-SUBS-0448
Senior Executive Secretary (C)	Prom	10-0028-0679
Senior Office Assistant	Prom	10-0032-0677
Senior Office Assistant – Schools	Prom	10-0033-3363
Student Store Operator	Dual	10-0034-0287

OTHER ITEMS

OTHER ITEMS

Personnel Commission reviewed the Commission meeting dates in December. The Commission agreed to change the meeting schedule to accommodate the holidays with the following changes: The December 3 and December 17 regular meetings shall be rescheduled to December 10, 2009. The meeting time will be determined according to the agenda items.

NEXT MEETING

NEXT MEETING

The next regular meeting of the Personnel Commission will be held on Thursday, November 19, 2009. The meeting will be at 8:15 a.m. in the Testing Room of the Personnel Commission Office, 999 Atlantic Avenue, Third Floor, Long Beach, 90813.

CLOSED SESSION

CLOSED SESSION

The Personnel Commission adjourned to Closed Session at 8:45 to discuss the removal from an eligibility list of appellant Monica Ruegg.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 9:10 a.m.

The following reportable action was taken during Closed Session:

The Commission acted to grant Ms. Ruegg's appeal and directed the Personnel Commission Executive Officer to notify her of the decision.

ADJOURNMENT

ADJOURNMENT

There being no further business, Acting Chairperson Mulkey adjourned the meeting in the memory of Wilson High School Student Melody Ross at 9:30 a.m.

Respectfully submitted,

/s/

Ramon Curiel
Executive Officer

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