

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

MINUTES
Regular Meeting

November 17, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, November 17, 2022 at 8:15 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, Linda Vaughan.

Chairperson, Linda Vaughan stated the following:
Pursuant to Government Code section 54954.3, section (b)(1) and Chaffee vs. San Francisco Public Library Commission (2005) 134 Cal App 4th 109, each speaker will be provided up to three (3) minutes to make their comments on an agenda item. You will be provided a one-minute and thirty second warning before your time speak is up.

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; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Acting Personnel Analyst; Lydia Smith, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Jazmin Salgado, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Wayne Strumpfer, General Counsel, and Appellant ID 27386561.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of November 3, 2022.

<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, reported that Susan Leaming, Personnel Analyst, Jesus Rios Jr., Certification Services Manager, and Amy Van Fossen, Acting Personnel Analyst, are participating as subject matter experts from the Personnel Commission in the enterprise research project, fulfilling of a new data system for the District. Mr. Kato shared he and Mr. Rios met for the first Emergency Operations Group meeting held at the School Safety Office representing the Personnel Commission. Mr. Kato announced that last night Commissioner Linda Vaughan was approved by the Board of Education for another three (3) year term as a Commissioner for the Personnel Commission. Mr. Kato introduced Mr. Wayne Strumpfer, General Counsel, for the District.

Amy Van Fossen, Acting Personnel Analyst, reported there are 23 recruitments accepting applications, 22 in testing, with a total of 60 in the various examination and scoring stages.

Jesus Rios Jr., Certification Services Manager, reported that staff continue to provide eligibility lists to school sites and departments to fill vacancies. Mr. Rios shared that at the last Board of Education meeting a total of 31 employees were onboarded and 19 substitute employees were appointed to the classified service. Mr. Rios recognized Monica Gaytan, Acting Human Resources Technician, and Anne Follett, Human Resources Technician, for accepting additional responsibilities and assisting other staff during our department transitions.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Head Start Instructional Aide
2. **RATIFY** job announcement bulletin for Head Start Instructional Aide – Bilingual Spanish
3. **RATIFY** job announcement bulletin for Instructional Assistant – School for Adults
4. **RATIFY** job announcement bulletin for Network Specialist
5. **APPROVE** the certification of Accompanist eligibility list 23-0092-5213 established 11/07/2022
6. **APPROVE** the certification of Campus Staff Assistant (Catalina Island) eligibility list 23-0023-5288 established 10/03/2022
7. **APPROVE** the certification of Credential Services Specialist eligibility list 23-0055-3343 established 11/10/2022
8. **APPROVE** the certification of Custodian eligibility list 22-0292-0139 established 11/09/2022
9. **APPROVE** the certification of Custodian eligibility list 23-0040-0139 established 11/09/2022
10. **APPROVE** the certification of Head Start Instructional Aide BL - Spanish eligibility list 23-0113-5235 established 11/16/2022
11. **APPROVE** the certification of Instructional Aide - Special eligibility list 22-0108-0448 established 11/15/2022

12. **APPROVE** the certification of Intermediate Payroll Accounting Technician eligibility list 23-0038-0756 established 11/14/2022
13. **APPROVE** the certification of Nutrition Services Worker eligibility list 23-0118-5068 established 11/10/2022
14. **APPROVE** the certification of Recreation Aide eligibility list 23-0126-5255 established 11/07/2022
15. **APPROVE** the certification of Recreation Aide eligibility list 23-0127-5255 established 11/14/2022
16. **APPROVE** the certification of Recreation Aide eligibility list 23-0129-5255 established 11/16/2022
17. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 23-0128-5255 established 11/15/2022
18. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 23-0121-5257 established 11/14/2022
19. **APPROVE** the certification of Senior Payroll Accounting Technician eligibility list 23-0039-0762 established 11/14/2022

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-4 and approve items 5-19 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		

NEW BUSINESS

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 27386561

New Business Item 1 was moved into closed session.

2. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 50787360

New Business Item 2 was moved into closed session.

OLD BUSINESS

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 50978146

Old Business Item 1 was moved into closed session.

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, December 1, 2022 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.

CLOSED SESSION

The Personnel Commission retired into closed session at 8:23 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:55 a.m. with the following reportable actions:

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 50978146

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to sustain staff's recommendation that Applicant ID 50978146 be removed from the current eligibility list. The Commissioners also requested staff strongly emphasize to the candidate the need to reveal all information completely and accurately on future District employment applications to avoid a cause for rejection.

<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** the Recommendation to Remove from Eligibility List - Applicant ID 27386561

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to dismiss staff's recommendation and allow Applicant ID 27386561 to remain on the eligibility list.

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

3. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 50787360

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to sustain staff's recommendation that Applicant ID 50787360 be removed from the current eligibility list. The Commissioners also requested staff strongly emphasize to the candidate the need to reveal all information completely and accurately on future District employment applications to avoid a cause for rejection.

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

4. Receive and take action to distribute Hearing Officer's report on Employee E 00483834 to Employee and the District

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to distribute the Hearing Officer's Report.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:57 a.m.