



## PERSONNEL COMMISSION

PLEASE POST

### MEETING AGENDA

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

April 17, 2008  
THURSDAY  
8:15 A.M.

1. CALL TO ORDER
2. ROLL
  1. Chuck Acosta, Chairperson Present \_\_\_\_\_
  2. Vera Mulkey, Vice-chairperson Present \_\_\_\_\_
  3. Terry Ulaszewski, 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  
None.
7. MINUTES
  - 7.1 **Approval of Minutes April 3, 2008** Action
8. ITEMS FOR DISCUSSION AND/OR ACTION
  - 8.1 **Classification/Restructure Recommendations per Education Code 45246** Action
  - 8.2 **Recommendation to Remove from Eligibility List per Restricted P.C. Rule 4.2.A.7** Action
  - 8.3 **Recommendation to Remove from Eligibility List per Restricted P.C. Rule 4.2.A.7** Action
  - 8.4 **Recommendation to Remove from Eligibility List per Restricted P.C. Rule 4.2.A.7** Action
9. BULLETINS AND TESTING ACTIONS
  - 9.1 **Bulletins – Per Personnel Commission Rule 4.6.B** Action
    - High School Office Supervisor Prom 08-0152-3349
    - School Support Secretary Prom 08-0153-3361
    - Supervisor – Autism Services Dual 08-0150-5046
  - 9.2 **Eligibility Lists – Per Personnel Commission Rule 5.1.A Restricted** Action
    - Campus Security Officer Open/Cont 08-0133-5011
    - Campus Security Officer Open/Cont 08-LTES-5011
    - Instructional Aide – Special Open/Cont 08-0143-0448
    - Instructional Aide – Special – LTES & SUBS Open/Cont 08-LTES-0448
    - Instructional Aide –Speech & Language Open/Cont 08-0156-3293
    - Intermediate Office Assistant Open/Cont 08-0032-0673
    - Intermediate Office Assistant – LTES & SUBS Open/Cont 08-LTES-0673
    - Intermediate Office Assistant /Schools Open/Cont 08-0033-3354
    - Intermediate Office Assistant /Schools – LTES & SUBS Open/Cont 08-LTES-3354
    - Nutrition Services Worker Open/Cont 08-0137-5068

Office Assistant	Open/Cont	08-MC03-3359
School Safety Officer	Open/Cont	08-0134-5014
Workers' Compensation Program Coordinator	Dual	08-0116-5101

Extend Eligibility Lists

School Safety Officer	Open/Cont	08-0071-5014
School Safety Officer	Open/Cont	08-0090-5014

10. OTHER ITEMS

11. The next regular meeting of the Personnel Commission will be held on Thursday, May 1, 2008 at 8:15 a.m., in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, CA 90813.

12. CLOSED SESSION  
Performance Evaluation of the Executive Officer

13. ADJOURNMENT



## PERSONNEL COMMISSION

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### PERSONNEL COMMISSION MEETING

April 3, 2008

### MINUTES

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

Chairperson Chuck Acosta called the meeting of the Personnel Commission to order at 8:17 a.m. at which time he led the pledge of allegiance to the flag.

#### COMMISSION MEMBERS PRESENT

Chuck Acosta, Chairperson  
Vera Mulkey, Member  
Terry Ulaszewski, Member

#### STAFF MEMBERS PRESENT

Stephanie Jimenez, Sr. Administrative Secretary  
Rob Pfingsthorn, Senior Personnel Analyst  
Marilyn Doss, Personnel Analyst  
Susan Leaming, Personnel Analyst  
Alison Maitlen, Personnel Analyst  
Maria Lynn Braunstein, Associate Personnel Analyst  
Dale Culton, Certification Services Manager  
Paula Wiesenhutter, Certification Services Supervisor  
Mary Cates, Human Resources Supervisor  
Jan Medford, Human Resources Technician  
Judy Marshall, Human Resources Technician  
Denise Petty-Trietsch, Human Resources Technician  
Silaue Taeleifi, Human Resources Technician  
Maria Villalobos, Human Resources Technician  
Ericka Emery-Smith, Human Resources Technician  
Shelly Scott, Human Resources Technician  
Adriana Araujo-Honorio, Staff Secretary  
Esther Martinez, Human Resources Assistant

#### PRELIMINARY

Guests: None

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

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QUESTIONS FROM THE FLOOR ON  
ITEMS NOT LISTED ON THE AGENDA

None

Chairperson Acosta expressed the sympathy and support of the Commission staff to Ramon Curiel and his family for the loss of his mother, Consuelo Sanchez. Chairperson Acosta requested a moment of silence in memory of Mr. Curiel's mother, Consuelo Sanchez

Chairperson Acosta announced that Commissioner Vera Mulkey was celebrating her birthday today and asked the Commission and staff to join in singing Happy Birthday to Ms. Mulkey.

#### REPORT FROM THE EXECUTIVE OFFICER

REPORT FROM THE EXECUTIVE OFFICER

Rob Pfingsthorn, Senior Personnel Analyst reported that the District was named among the top five school systems in the nation this week by the Eli and Edythe Broad Foundation. This is the fourth time for the District to be nominated; only one other school system

has achieved this honor more times than Long Beach. The Broad Prize for Urban Education will be announced October 14<sup>th</sup>.

Rob Pfingsthorn, Senior Personnel Analyst also provided the Commissioners with a current handout of the Recruitment and Testing Services Activity calendar.

#### PERSONNEL COMMISSION MINUTES

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The minutes of the March 20, 2008 Personnel Commission Meeting were approved.

#### BULLETINS

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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:

None

#### ELIGIBILITY LISTS

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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:

Custodian	Open/Cont	08-0126-0139
Custodian (Limited Term/Substitute)	Open/Cont	08-LTES-0139
Instructional Aide – Special	Open/Cont	08-0138-0448
Instructional Aide – Special	Open/Cont	08-0142-0448
Instructional Aide – Special (Limited Term/Substitute)	Open Cont	08-LTES-0448
Instructional Aide – Special (Limited Term/Substitute)	Open/Cont	08-LTES-0448
Instructional Aide – Special (Limited Term/Substitute)	Open/Cont	08-LTES-0448
Instructional Aide – Speech & Language Communication	Open/Cont	07-0139-3293
Instructional Aide Interpreter – Deaf/Hard of Hearing	Open/Cont	08-0130-3272
Intermediate Office Assistant	Open/Cont	08-0120-0673
Intermediate Office Assistant (Limited Term/Substitute)	Open/Cont	08-LTES-0673
Intermediate Office Assistant-Schools	Open/Cont	08-0121-3354
Intermediate Office Asst.-Sch. (Limited Term/Substitute)	Open/Cont	08-LTES-3354
Office Assistant	Open/Cont	08-MC03-3359
Plant Supervisor II (Amended)	Prom	08-0076-5027
Senior Systems Analyst	Dual	08-0110-5120
Systems Analyst	Dual	08-0109-5107
Systems Analyst	Dual	08-MC14-5107
Systems Operator	Dual	08-0108-5111

#### OTHER ITEMS

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None

#### CLOSED SESSION

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The Personnel Commission adjourned to Closed Session at 8:25 a.m. to continue/review action on Hearing Officer's report recommendation on Kris Donald's dismissal. The Commission concluded their review in closed session at 8:45 a.m.

### RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 8:47 a.m. The Commission made a final decision on the recommendation regarding the dismissal of Kris Donald and instructed the Executive Officer to notify her of this decision.

### NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, April 17, 2008. 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.

### ADJOURNMENT

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There being no further business, Chairperson Acosta adjourned at 8:49 a.m.

Respectfully submitted,

Robert Pfingsthorn  
Senior Personnel Analyst

sj