

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

MINUTES
Regular Meeting

February 27, 2020

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, February 27, 2020 at 8:20 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

Absent: Linda Vaughan

STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Susan Leaming, Personnel Analyst; Maria Braunstein, Personnel Analyst; Gregory Robinson, Associate Personnel Analyst; Dale Culton, Certification Services Manager; Connie Ballew, Acting Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Alejandra Torres, Human Resources Technician; Andrea Armas, Human Resources Technician; Judith Alonso, Human Resources Technician; Oralia Leyva, Human Resources Technician; Susan Brister, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Ashleigh Fernando, Human Resources Assistant

GUESTS

Vaurice Scott, CSEA Vice President-Unit A; Valeeta Pharr, CSEA 1st Vice President- Eric Larsen, Sign Maker, Maintenance; Appellant E00161406; Appellant 2728258

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of February 13, 2020.

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

RECEIVE
CORRESPONDENCE

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, Personnel Commission, reported that he attended the Association of Long Beach Educational Managers, (ALBEM) meeting Tuesday, February 25, 2020, and answered questions regarding the Merit System. ALBEM will send a representative to select the 2020 Employee of the Year. ALBEM is also looking to supply information to the managers that attend the classified New Employee Orientation sessions

Mr. Kato noted that Jill Baker, Deputy Superintendent, is having a group of New Administrators tour the Personnel Commission on February 27, 2020 in the afternoon.

Oralia Leyva, Human Resources Technician; reported that Recruitment and Testing has 36 ongoing recruitments.

Jesus Rios Jr., Employment Services Supervisor, reported that 613 online Summer School Applications have been received since opening the applications on February 3rd, 2020. Mr. Rios shared that this year applications will only be accepted online and there have been six workshops at Personnel Commission to aide applicants. Mr. Rios gave kudos to Aisha Alex, Human Resources Assistant, and Ashleigh Fernando, Human Resources Assistant, for assisting applicants that have come in to use the computers in the Personnel Commission Lobby to apply.

Dale Culton, Certification Services Manager, reported that three displaced employees were brought back. Mr. Culton also reported that Oralia Leyva, Human Resources Technician, held an Instructional Aide Special recruitment fair and had nine applicants accept probationary positions.

Susan Learning, Personnel Analyst, distributed copies of the updated Classified Salary Schedule.

CONSENT AGENDA

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve items 1-4 on the Consent Agenda.

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

1. **APPROVE** the certification of Child Care Worker eligibility list 20-0093-5258 established 02/24/2020
2. **APPROVE** the certification of Painter eligibility list 20-0066-0113 established 02/24/2020
3. **APPROVE** the certification of Middle School Office Supervisor eligibility list 20-0099-3357 established 02/24/2020
4. **APPROVE** the certification of High School Office Supervisor eligibility list 20-0100-5091 established 02/24/2020

OLD BUSINESS None

- NEW BUSINESS 1. **APPROVE** the recommendation to remove from eligibility list ID 2728258
2. **APPROVE** the request for Hearing in Disciplinary Matter Employee E00161406

The Commission moved NEW BUSINESS Items 1 & 2 to closed session.

3. **REVIEW** and **ADOPT** the Personnel Commission Annual Report for 2018-2019

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to review and adopt the Personnel Commission Annual Report for 2018-2019.

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

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, March 12, 2020 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 8:53 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:53 a.m. and the following reportable actions were taken:

1. A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a unanimous vote of those present to **SUSTAIN** staff's recommendation to remove candidate ID 2728258 from the current eligibility list and allow to re-test in the future.

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

2. A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve the request for Hearing in Disciplinary Matter Employee E00161406.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:55 a.m.