



## PERSONNEL COMMISSION

PLEASE POST

### MEETING AGENDA

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

April 30, 2009  
THURSDAY  
8:15 A.M.

1. CALL TO ORDER
2. ROLL
  1. Vera Mulkey, Chairperson Present \_\_\_\_\_
  2. Terry Ulaszewski, Vice-chairperson Present \_\_\_\_\_
  3. Chuck Acosta, 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
  - 6.1 **Public Hearing – Personnel Commission Budget** Action
7. MINUTES
  - 7.1 **Approval of Minutes for April 16, 2009** Action
8. ITEMS FOR DISCUSSION AND/OR ACTION
  - 8.1 **Classification/Restructure Recommendations per Education Code 45246**  
REVISE CLASSIFICATIONS  
Lead Custodian  
Custodian
  - 8.2 **Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.5 and 4.2.A.7** Restricted Action
  - 8.3 **Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.5** Restricted Action
  - 8.4 **Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7** Restricted Action
  - 8.5 **Appeal of Disqualified Applicant** Restricted Action
9. BULLETINS AND TESTING ACTIONS
  - 9.1 **Bulletins – Per Personnel Commission Rule 4.6.B** Action  
Lead Custodian Dual 09-0123-0205  
Migrant Education Assistant - Dual 09-0127-3326  
Bilingual Spanish
  - 9.2 **Eligibility Lists – Per Personnel Commission Rule 5.1.A** Restricted Action  
Instructional Aide - Special Open/Cont 09-0115-0448 2  
Instructional Aide – Special/ Substitutes and LTES Open/Cont 09-LTES-0448 4
10. OTHER ITEMS
  - 10.1 **Annual Election of Officers per PC Rule 2.1.A** Action

11. The next regular meeting of the Personnel Commission will be held on Thursday, May 14, 2009 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
13. ADJOURNMENT

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for April 16, 2009

PAGES: 7.1.1- 7.1.5

Date: April 30, 2009

Reason for  
Consideration: Action

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Testing Room  
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Chairperson Vera Mulkey called the meeting of the Personnel Commission to order at 8:17 a.m. at which time she led the pledge of allegiance to the flag.

COMMISSION MEMBERS PRESENT    STAFF MEMBERS PRESENT

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

Ramon Curiel, Executive Officer  
Stephanie Jimenez, Sr. Administrative Secretary  
Marilyn Doss, Personnel Analyst  
Susan Leaming, Personnel Analyst  
Maria Braunstein, Associate Personnel Analyst  
Dale Culton, Certification Services Manager  
Judy Marshall, Human Resources Technician  
Jan Medford, Human Resources Technician  
Denise Petty-Trietsch, Human Resources Technician  
Silaue Taeleifi, Human Resources Technician  
Maria Villalobos, Human Resources Technician  
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guest: Nathan Kramer, Appellant

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

None

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## REPORT FROM THE EXECUTIVE OFFICER

## REPORT FROM THE EXECUTIVE OFFICER

Mr. Curiel informed the Commissioners that the Phase I/ 2009-2010 Budget Reductions and Revisions were approved by the Board of Directors on April 7, 2009. Personnel Commission staff has been working diligently preparing for the implementation of the budget reductions. A memo was distributed to all site administrators last week informing sites of the 2009 deadlines for abolishments and reductions of Classified positions. VA's must be routed and approved by April 17<sup>th</sup> to meet the Board of Education deadline for abolishments and reductions to be effective June 30, 2009.

Mr. Curiel notified the Commissioners that a second Ice Cream Social flyer has been distributed to sites. Names of all Classified Employee of the Year nominees for 2009 will be made known during the event. Mr. Curiel invited Commissioners to stop by the event and notify us if they wish to assist with scooping ice cream during the event. Mr. Curiel informed the Commissioners that the Employee Recognition Committee shall meet on May 4<sup>th</sup> to review nomination forms. The 2009 Classified Employee of the Year will be announced at the Board of Education meeting held on June 2, 2009.

Mr. Curiel asked the Personnel Commission Division heads to give a brief update of their departments' activities. The staff managers gave individual brief reports to the Commission on the current activities of their units.

## PERSONNEL COMMISSION MINUTES

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The minutes of the April 2, 2009 Personnel Commission Meeting were approved.

## PERSONNEL COMMISSION MEETING DATES

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The Commission acted to approve the following dates for the 2009-2010 regular Personnel Commission meetings. All meetings are scheduled for 8:15 a.m. at the Personnel Commission Office.

July 16, 2009  
July 30, 2009

January 7, 2010  
January 21, 2010

August 13, 2009  
August 27, 2009

February 4, 2010  
February 18, 2010

September 10, 2009  
September 24, 2009

March 4, 2010  
March 18, 2010

October 8, 2009  
October 22, 2009

April 1, 2010  
April 15, 2010  
April 29, 2010

November 5, 2009  
November 19, 2009

May 13, 2010  
May 27, 2010

December 3, 2009  
December 17, 2009

June 10, 2010  
June 24, 2010

## REMOVAL FROM ELIGIBILITY LIST REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Lois Gannt, was not present. The Commission moved this item to Closed Session.

## REMOVAL FROM ELIGIBILITY LIST REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Denise Grant, was not present. The Commission moved this item to Closed Session.

## REMOVAL FROM ELIGIBILITY LIST REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.5 and 4.2.A.7. The appellant, Nathan Kramer, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

## REMOVAL FROM ELIGIBILITY LIST REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. and 4.3. The appellant, Rhonda Walker, was not present. The Commission moved this item to Closed Session.

## 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 pull the Lead Custodian bulletin due to a need for classification modification.

Lead Custodian

Dual

09-0123-0205

## 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:

Campus Security Officer

Dual

09-0113-5011

Campus Security Officer/ Substitutes and LTES

Open/Cont

09-LTES-5011

School Safety Officer

Dual

09-0114-5014

Stage Technician

Dual

09-0099-0379

## OTHER ITEMS

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A Public Hearing date for the Proposed Personnel Commission Budget is scheduled for April 30, 2009.

Terry Ulaszewski, Commissioner, commended Chairperson, Vera Mulkey for being honored with a Humanitarian Award given by CCEJ, California Conference for Equality and Justice. An Awards Dinner will be held on May 21, 2009. The Personnel Commission applauded Chairperson Mulkey's nomination and success.

## NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, April 30, 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

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The Personnel Commission adjourned to Closed Session at 8:54 a.m. to hear the appeal for Nathan Kramer.

## RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 9:55 a.m.

The Commission acted to allow Lois Gannt to remain on current eligibility lists for Nutrition Services Worker and instructed the Executive Officer to notify her of this decision.

The Commission acted to sustain staff's recommendation to remove Denise Grant from current eligibility lists and instructed the Executive Officer to notify her of this decision.

The Commission acted to sustain staff's recommendation to remove Nathan Kramer from current eligibility lists and instructed the Executive Officer to notify him of this decision. Mr. Kramer may re-apply 3 to 6 months after his probation sentence has been served.

The Commission acted to sustain staff's recommendation to remove Rhonda Walker from current eligibility lists and instructed the Executive Officer to notify her of this decision.

## ADJOURNMENT

There being no further business, Chairperson Mulkey adjourned at 10:00 a.m.

Respectfully submitted,

Ramon Curiel  
Executive Officer