

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

MINUTES

June 27, 2024

Regular Meeting

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, June 27, 2024 at 8:21 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

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS
PRESENT

Maria Braunstein, Interim Executive Officer; Oralía Leyva, Interim Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Maria Rojas, Interim Employment Services Supervisor; Ashleigh Fernando, Interim Senior Administrative Secretary; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Wendy Bell, Human Resources Technician; Monica Gaytan, Human Resources Technician; Joanna Guzman, Human Resources Technician; Elizabeth Morales-Torres, Human Resources Technician; Jazmin Salgado, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Trinita Renfro, CSEA Chapter 2 Chief Job Steward; Eric Larsen, CSEA Chapter 2 Site Representative Coordinator; Carmen Flores, School Community Liaison; Ignacio Flores, guest; and Viola Mae Bledsoe, guest.

MINUTES OF REGULAR
MEETING APPROVED

Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, to modify the minutes to reflect employee's names and their years of service, and the motion carried with a majority vote of those present to modify the minutes of the Regular Meeting of June 13, 2024.

<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

Trinita Renfro, CSEA Chapter 2 Chief Job Steward, presented a formal letter requesting the Commissioners to review the grievance regarding Stacy Maciel's grandfathered position as a Campus Staff Assistant.

REPORT FROM
EXECUTIVE OFFICER

Oralía Leyva, Interim Certification Services Manager, reported that at the Board of Education meeting on June 18, 2024, there were 14 probationary, 6 substitute, and 11 exempt appointments made. Ms. Leyva mentioned summer school data input is being worked on.

Amy Van Fossen, spoke on behalf of the Recruitment and Testing unit and reported there are 49 recruitments at various stages in the recruitment process.

Ms. Van Fossen mentioned she and Lydia Tran, Associate Personnel Analyst were invited by David Uyematsu, EDD-Veteran Representative, to participate in a virtual recruiting event. Ms. Van Fossen shared, Long Beach Transit, City of Long Beach, and the Personnel Commission each presented at the event geared towards veterans.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Accounting Technician
2. **RATIFY** job announcement bulletin for Educational Research Analyst I
3. **RATIFY** job announcement bulletin for Grounds Equipment Operator II
4. **RATIFY** job announcement bulletin for Grounds Equipment Operator II/Driver
5. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant
6. **RATIFY** job announcement bulletin for Senior Health Assistant
7. **RATIFY** job announcement bulletin for Van Driver – Catalina Island (Revised)
8. **APPROVE** the certification of Accompanist eligibility list 24-0255-5213 established 06/26/2024
9. **APPROVE** the certification of Campus Staff Assistant eligibility list 24-0217-5288 established 06/27/2024
10. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW16-5258 established 05/08/2024
11. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW17-5258 established 05/15/2024
12. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW18-5258 established 05/28/2024
13. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW19-5258 established 06/05/2024
14. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW20-5258 established 06/12/2024
15. **APPROVE** the certification of Recreation Aide eligibility list 24-0261-5255 established 06/21/2024
16. **APPROVE** the certification of Recreation Aide – Expanded Learning eligibility list 24-0246-5317 established 06/21/2024
17. **APPROVE** the certification of Warehouse Materials Processor eligibility list 24-0229-0712 established 06/18/2024

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-7 and approve items 8-17.

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

OLD BUSINESS None

NEW BUSINESS 1. **APPROVE** the Revision of Class Specification – Assistant Business Services Director

Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, to modify the class specification Assistant Business Services Director to include the salary range 46 M2 and 5264 class code corrections, and the motion carried with a majority vote of those present to modify New Business Item 1.

<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 Revision of Class Specification – Environmental Health and Safety Technician

Ms. Braunstein requested the Commission table this item for the next Commission meeting. A motion was made by Terence Ulaszewski, and seconded by Linda Vaughan, to table New Business Item 2 until June 27, 2024.

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

3. **ANNOUNCE** the Personnel Commission Employee of the Year

The Personnel Commission recognizes one of its staff members annually as the Personnel Commission Employee of the Year. Ms. Braunstein gave accolades and announced the 2024 Personnel Commission Employee of the Year, Silaue Taeleifi, Human Resources Technician.

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 11, 2024 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

CLOSED SESSION The Personnel Commission retired into closed session at 8:33 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:03 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 9:03 a.m.