

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

MINUTES
Regular Meeting

May 16, 2024

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, May 16, 2024 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, Sheryl Bender.

ROLL

Before roll call was announced, Sheryl Bender, Personnel Commission Chairperson, announced the reappointment of Terence Ulaszewski.

Terence Ulaszewski, Commissioner, thanked everybody that helped make his reinstatement possible. Commissioner Ulaszewski acknowledged his fellow Commissioners, the support of the Personnel Commission staff, CSEA Chapter 2, Regional CSEA Chapter and State Officials. Commissioner Ulaszewski said he is grateful for another term.

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS
PRESENT

Maria Braunstein, Interim Executive Officer; Oralia Leyva, Interim Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Maria Rojas, Interim Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Monica Gaytan, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Jazmin Salgado, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Kellyanna Miller, CSEA Chapter 2 Administrator; and Eric Larsen, CSEA Site Representative Coordinator

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of May 2, 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

None

REPORT FROM
EXECUTIVE OFFICER

Maria Braunstein, Interim Executive Officer, reported final layoff notices were mailed via certified and U.S. Mail on May 9, 2024 in compliance with the May 15th deadline. Ms. Braunstein stated 14 full and one partial termination letter were sent. Ms. Braunstein mentioned there is still some movement of positions and as a result the final number of employees affected by full and partial termination may be reduced.

Ms. Braunstein informed the Commission that she has received kudos and positive feedback from various administrators and applicants on the timeliness of recruitments and onboarding of new employees. Ms. Braunstein thanked the Recruitment and Testing and the Certification Services staff.

Ms. Braunstein informed the Commission that the Communications Team is doing "Spotlight" videos on departments throughout the District. Ms. Braunstein mentioned at the Board of Education meeting on May 15, 2024, the "Spotlight" showcased the Warehouse. Ms. Braunstein shared the Communications Team has asked if the Personnel Commission would be interested in being featured for a future "Spotlight".

Ms. Braunstein mentioned at the Board of Education meeting on May 15, 2024, the board approved the resolution to support Classified Employees' Week. Ms. Braunstein spoke of a story Dr. Juan Benitez, Board Member, shared stating he visited a site and the project the kindergartners chose was to celebrate and honor a member of their custodial team. Ms. Braunstein also mentioned Dr. Jill Baker, Superintendent, expressed her gratitude and commended classified staff for all that they do for the students and the District. In addition, Dr. Baker encouraged sites to release their employees to attend the Classified Employee Celebration.

Lastly, Ms. Braunstein shared that Personnel Commission encourages staff to support and participate in District activities as it gives them an opportunity to see how their work affects the students and it is an opportunity to connect with colleagues throughout the District. Ms. Braunstein presented the Commissioners a flyer for the upcoming "Bite of Reality" event.

Lydia Tran, Associate Personnel Analyst, reported the Recruitment and Testing unit currently has 48 recruitments in various stages of progress, 18 accepting applications, and 10 in the testing phase. Ms. Tran mentioned that a Custodian recruitment has opened in alignment with the Custodial class at the Long Beach School for Adults. Ms. Tran mentioned the next job fair at Long Beach School for Adults is in the works for August 16, 2024.

Oralia Leyva, Interim Certification Manager, reported on the last Board of Education agenda there were 22 probationary, 17 substitute, and 22 exempt employee appointments approved.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Accompanist
2. **RATIFY** job announcement bulletin for Assistant Facilities Project Manager (Extended)
3. **RATIFY** job announcement bulletin for Facilities Project Manager - Construction
4. **RATIFY** job announcement bulletin for Food Production Equipment Technician
5. **RATIFY** job announcement bulletin for Human Resources Technician
6. **RATIFY** job announcement bulletin for Nutrition Services Operation and Training Specialist

7. **RATIFY** job announcement bulletin for School Safety Applications Support Specialist
8. **RATIFY** job announcement bulletin for Senior Human Resources Analyst - HRS
9. **RATIFY** job announcement bulletin for Senior Office Assistant – BL Spanish
10. **RATIFY** job announcement bulletin for Van Driver – Catalina Island
11. **APPROVE** the certification of Associate Research Information Systems Analyst eligibility list 24-0189-5267 established 05/17/2024
12. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW12-5258 established 03/06/2024
13. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW13-5258 established 04/05/2024
14. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW14-5258 established 04/10/2024
15. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW15-5258 established 04/16/2024
16. **APPROVE** the certification of Custodian eligibility list 24-0216-0139 established 05/10/2024
17. **APPROVE** the certification of HVAC Technician eligibility list 24-0207-5103 established 05/16/2024
18. **APPROVE** the certification of Intermediate Payroll Accounting Technician eligibility list 24-0203-0756 established 05/09/2024
19. **APPROVE** the certification of Intermediate Nutrition Services Worker eligibility list 24-0201-5058 established 05/09/2024
20. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0233-5068 established 05/09/2024
21. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0239-5068 established 05/16/2024
22. **APPROVE** the certification of Recreation Aide eligibility list 24-0232-5255 established 04/22/2024
23. **APPROVE** the certification of Recreation Aide eligibility list 24-0240-5255 established 05/06/2024
24. **APPROVE** the certification of Recreation Aide – Expanded Learning eligibility list 24-0228-5317 established 05/15/2024
25. **APPROVE** the certification of Senior Payroll Accounting Technician eligibility list 24-0204-0762 established 05/09/2024

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to ratify items 1-10 and approve items 11-25.

<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 Creation of a New Classification – Human Resources Supervisor – Nutrition Services

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and following discussion, the motion was carried with a unanimous vote of those present to approve 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 a Classification – Business Services Administrator

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and following discussion, the motion was carried with a unanimous vote of those present to approve New Business Item 2.

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

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, May 30, 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 8:25 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:43 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 8:43 a.m. in memory of Alyson Youderian, retired Human Resources Technician.