

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

MINUTES
Regular Meeting

August 22, 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, August 22, 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

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

Present: Sheryl Bender
 Terence Ulaszewski
 Linda Vaughan

STAFF MEMBERS
PRESENT

Susan Leaming, Interim Executive Officer; Maria Lynn Braunstein, Personnel Analyst; Oralia Leyva, Interim Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Maria Rojas, Interim Employment Services Supervisor; Judith Alonso, Human Resources Technician; Wendy Bell, Human Resources Technician; Anne Follett, Human Resources Technican (retired); Margarita Paiz, Human Resources Technician; Monica Gaytan, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Dr. Jill Baker, Superintendent of Schools; Jeffery Riel, General Counsel; Dr. Kelly An, Assistant Superintendent – Human Resource Services; Yumi Takahashi, Chief Business and Financial Officer; and Eric Larsen, CSEA Site Representative Coordinator.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of August 8, 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

Susan Leaming, Interim Executive Officer, provided the Commissioners with new onboarding items, stickers and magnets, that are being given to newly hired classified employees, along with back-to-school packets that were distributed by the District to families. Ms. Leaming acknowledged the Duplicating department for producing these items and for always being so responsive and creative. Ms. Leaming shared that Personnel Commission supervisors and managers attended the Superintendent's Opening Management Team meeting on Friday, August 16 at Jordan High School. Ms. Leaming noted that the event featured inspiring performances by District students and set a positive tone for the start of the school year.

Maria Braunstein, Personnel Analyst, reported that the job fair held on Friday, August 9 at the Long Beach School for Adults was attended by over 300 prospective applicants. Attendee emails were collected via the registration website, providing applicants with updates and related web links. Ms. Braunstein thanked the Personnel Commission team for making the event a success.

Oralia Leyva, Interim Certification Services Manager, acknowledged the teamwork of staff preparing for the new school year to assure candidates are onboarded and substitute assignments are filled. Ms. Leaming mentioned that staff has recently been onboarding multiple groups of candidates at once.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Certification Services Manager
2. **RATIFY** job announcement bulletin for HVAC Technician
3. **RATIFY** job announcement bulletin for Instructional Aide - Special (Catalina Island)
4. **RATIFY** job announcement bulletin for Nutrition Services Worker
5. **APPROVE** the certification of Accounting Technician eligibility list 25-003-0750 established 8/7/2024
6. **APPROVE** the certification of Expanded Learning Supervisor eligibility list 24-0271-5320 established 8/7/2024
7. **APPROVE** the certification of Expanded Learning Supervisor eligibility list 24-0271-5320 established 8/7/2024
8. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 25-0036-5319 established 8/2/2024
9. **APPROVE** the certification of Instructional Aide - Special eligibility list 24-0272-0448 established 8/14/2024
10. **APPROVE** the certification of Internal Investigator (Revised) eligibility list 24-0267-5331 established 8/7/2024
11. **APPROVE** the certification of Nutrition Services Operations and Training Specialist eligibility list 24-0188-5255 established 8/12/2024

12. **APPROVE** the certification of Recreation Aide eligibility list 25-0034-5255 established on 8/15/2024

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 1-4 and approve items 5-12.

<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 Abolishment of a Classification - Executive Director, Information and Technology Systems

A motion was made by Linda Vaughan and seconded by Terence Ulaszewski. Following discussion, the motion was carried with a unanimous vote to approve New Business Item 1.

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, September 5, 2024 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

CLOSED SESSION

At 8:25 a.m., the Personnel Commission announced a break until 9:00 a.m. At 9:00 a.m. the Personnel Commission retired into closed session.

OPEN SESSION

The Personnel Commission returned to open session at 9:55 a.m. with no reportable actions.

ADJOURNMENT

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