

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

MINUTES
Regular Meeting

February 6, 2025

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 6, 2025 at 8:24 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 Alvarez, Personnel Analyst; Oralia Leyva, Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Mari Rojas, Interim Employment Services Supervisor; Andrea Armas, Human Resources Technician; Monica Gaytan, Human Resources Technician; Margarita Paiz, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Dallas Eberle, CSEA Chapter 2 Labor Relations Representative; and Tai Felder, CSEA Chapter 2 1st Vice President.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of January 23, 2025.

<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, announced that planning for the 2025 Classified Employee Celebration has begun. The planning committee held its first meeting on January 30th and welcomed new members representing various departments across the District. The celebration is scheduled for Friday, May 23, 2025 at the Teacher Resource Center (TRC). Informational flyers and requests for donations will be distributed in the near future.

Andrea Armas, Human Resources Technician, reported that in collaboration with the Equity, Engagement, & Partnerships (EEP) department, Personnel Commission team members

participated in a Family Leadership Institute (FLI) event at Educare focused on connecting families with career opportunities and navigating job applications. Team members answered questions and helped parents complete classified employment applications.

Monica Gaytan, Human Resources Technician, shared that she and Veronica Bustamante, Human Resources Assistant, attended the Lakewood High School Career Fair on January 27th and the students were very interested in future employment opportunities with the District. A slide show of photographs from both events was shown to the Commissioners and audience members.

Oralia Leyva, Certification Services Manager, reported that the classified summer school application period opened on January 27th and as of today, 377 applications have been received. Ms. Leyva shared that at the February 5th Board of Education meeting, 44 probationary and 18 substitute appointments were approved in a variety of classifications including Custodian, Instructional Aide – Special, Groundskeeper, Recreation Aide, and Senior Health Assistant. In addition, Personnel Commission team members also processed 39 exempt assignments for Workability Students and Walk-On Coaches.

1. **RATIFY** job announcement bulletin for Carpenter
2. **RATIFY** job announcement bulletin for Instructional Aide - Special
3. **RATIFY** job announcement bulletin for Network Specialist
4. **RATIFY** job announcement bulletin for Physician Services Technician (C)
5. **RATIFY** job announcement bulletin for Site Specialist - Student Engagement
6. **RATIFY** job announcement bulletin for Staffing Analyst - Human Resource Services
7. **RATIFY** job announcement bulletin for Technology Field Operations Supervisor
8. **RATIFY** job announcement bulletin for Translator-Interpreter - BL Spanish *Extended
9. **APPROVE** the certification of Carpenter eligibility list 25-0111-0114 established 1/28/2025
10. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW15-5258 established 1/23/2025
11. **APPROVE** the certification of Contract Manager eligibility list 25-0110-0216 established 1/30/2025
12. **APPROVE** the certification of Executive Officer, Personnel Commission and Classified Employment eligibility list 25-0071-5095 established 2/6/2025
13. **APPROVE** the certification of Locksmith eligibility list 25-0115-0209 established 1/28/2025
14. **APPROVE** the certification of Pool Lifeguard eligibility list 25-0078-5327 established 2/3/2025

15. **APPROVE** the certification of Pool Lifeguard eligibility list 25-0105-5327 established 1/27/2025
16. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 25-0102-5317 established 1/31/2025
17. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 25-0137-5317 established 2/8/2025
18. **APPROVE** the certification of Site Specialist - Center of Black Student Excellence eligibility list 25-0131-5340 established 1/29/2025

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 1-8 and approve items 9-18.

<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 None

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, February 20, 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 8:32 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:34 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 9:35 a.m.