

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Ave.
Lakewood, California 90713

REGULAR MEETING AGENDA

Regular Meeting
March 6, 2025

8:15 a.m.

ADDENDUM
PAGE NO.

I GENERAL COMMUNICATION FUNCTIONS

Pursuant to Government Code section 54954.3, section (b)(1) and Chaffee vs. San Francisco Public Library Commission (2005) 134 Cal App 4th 109, each speaker will be provided up to three (3) minutes to make their comments on an agenda item. You will be provided a one-minute and thirty second warning before your time to speak is up.

1. Call to order
2. Renewal of Pledge of Allegiance to the Flag of the United States of America
3. Roll
4. **APPROVE** the Minutes of the Regular Meeting February 20, 2025 1-3
5. **RECEIVE** correspondence and refer it to proper order of Business or to the Executive Officer, Personnel Commission for processing
6. **HEAR** public on items not listed on the agenda
7. **HEAR** report from the Executive Officer

II CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Head Start Instructional Aide 4-5
2. **RATIFY** job announcement bulletin for Head Start Instructional Aide - Bilingual Spanish 6-7
3. **RATIFY** job announcement bulletin for Information Security Officer 8-9
4. **RATIFY** job announcement bulletin for Mobile Device Specialist 10-11
5. **RATIFY** job announcement bulletin for Nutrition Services Assistant Director 12-13
6. **APPROVE** the certification of Assistant Purchasing and Contracts Director eligibility list 25-0139-0777 established 2/28/2025 14
7. **APPROVE** the certification of Associate Personnel Analyst eligibility list 25-0130-3270 established 3/3/2025 14

8. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW16-5258 established 2/06/2025 14
9. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW17-5258 established 2/20/2025 14
10. **APPROVE** the certification of Head Start Instructional Aide eligibility list 25-0143-0657 established 3/5/2025 14
11. **APPROVE** the certification of Head Start Instructional Aide - Bilingual Spanish eligibility list 25-0140-5235 established 3/5/2025 14
12. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0145-0448 established 3/4/2025 14
13. **APPROVE** the certification of Instructional Aide - Special (Catalina Island) eligibility list 25-0091-0448 established 3/4/2025 15
14. **APPROVE** the certification of Nutrition Services Assistant Director eligibility list 25-0138-5059 established 3/4/2025 15
15. **APPROVE** the certification of Office Assistant - BL Spanish eligibility list 25-0104-5158 established 3/4/2025 15
16. **APPROVE** the certification of Plant Supervisor I eligibility list 25-0116-5026 established 2/28/2025 15
17. **APPROVE** the certification of Recreation Aide eligibility list 25-0155-5255 established 2/28/2025 15
18. **APPROVE** the certification of Student Evaluation Technician - BL Spanish eligibility list 25-0089-0483 established 3/4/2025 15

III OLD BUSINESS

1. None

IV NEW BUSINESS

1. None

V OTHER ITEMS

1. None

VI NEXT REGULAR MEETING

March 20, 2025 at 8:15 a.m. at 4400 Ladoga Ave., Lakewood, CA 90713

VII CLOSED SESSION

Public employee performance evaluation – Executive Officer, Personnel Commission and Classified Employment

VIII ADJOURNMENT

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

Persons requiring accommodation in order to view the agenda or participate in the meeting may make the request for accommodation to the Executive Officer, Personnel Commission at 562-435-5708 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a)).

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

MINUTES
Regular Meeting

February 20, 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 20, 2025 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

Absent: Linda Vaughan

STAFF MEMBERS
PRESENT

Susan Leaming, Interim Executive Officer; Oralia Leyva, Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Mari Rojas, Interim Employment Services Supervisor; Judith Alonso, Human Resources Technician; and Margarita Paiz, Human Resources Technician.

GUESTS PRESENT

Dallas Eberle, CSEA Chapter 2 Labor Relations Representative; Tai Felder, CSEA Chapter 2 1st Vice President; and Vioala Mae Bledsoe, Instructional Aide Special – Retired.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of February 6, 2025.

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

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Susan Leaming, Interim Executive Officer, announced that the new annual report infographic will be featured in the upcoming District newsletter, LBUSD News: School Bulletin. This updated format replaces the previous trifold brochure, ensuring that all employees across the District will have access to the information.

Ms. Leaming also shared that on Friday, February 21, 2025, two CPR and First Aid training sessions will be offered for classified staff.

Amy Von Fossen, Associate Personnel Analyst, reported that 65 recruitments are in progress, with additional openings anticipated in the coming weeks. Currently, 25 positions

are accepting applications, and 12 are in the testing phase. In February, the recruitment and testing team has already conducted nine exams, with six more scheduled before month's end. The team remains busy coordinating efforts to advance these recruitments.

Mari Rojas, Interim Employment Services Supervisor, reported that 22 probationary assignments were processed across multiple classifications, including Behavior Intervention Assistant, Custodian, and Staff Secretary. Nine substitute assignments were processed for Child Care Workers and Recreation Aides, along with a provisional Intermediate Office Assistant to support ongoing staffing needs. Additionally, 22 new exempt assignments were processed for various roles, including coaches, Cafeteria Student Assistants, and student workers.

Ms. Rojas further shared that the classified summer school application period remains open, and as of today, 507 applications have been received. She thanked the team for their efforts in managing the high volume of applications and assignments.

1. **RATIFY** job announcement bulletin for Grounds Equipment Operator II
2. **RATIFY** job announcement bulletin for Human Resources Technician
3. **RATIFY** job announcement bulletin for Instructional Aide - Special
4. **RATIFY** job announcement bulletin for Intermediate Nutrition Services Worker
5. **RATIFY** job announcement bulletin for Locksmith
6. **RATIFY** job announcement bulletin for School Safety Administrative Operations Manager
7. **RATIFY** job announcement bulletin for School Safety Field Operations Manager
8. **RATIFY** job announcement bulletin for School Safety Officer
9. **RATIFY** job announcement bulletin for Senior Human Resources Analyst - HRS
10. **RATIFY** job announcement bulletin for Senior Nutrition Services Worker
11. **APPROVE** the certification of Employment Services Supervisor eligibility list 25-0124-5250 established 2/11/2025
12. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 25-0134-5319 established 2/11/2025
13. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0133-0448 established 2/14/2025
14. **APPROVE** the certification of Recreation Aide eligibility list 25-0136-5255 established 2/11/2025
15. **APPROVE** the certification of School Safety Officer eligibility list 25-0093-5014 established 2/19/2025

16. **APPROVE** the certification of Senior ASB Financial Technician eligibility list 25-0121-0761 established 2/11/2025
17. **APPROVE** the certification of Senior Associate General Counsel - Human Resources eligibility list 25-0132-5325 established 2/20/2025
18. **APPROVE** the certification of Senior Health Assistant eligibility list 25-0106-5174 established 2/14/2025

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-10 and approve items 11-18.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	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, March 6, 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 8:20 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:46 a.m. with no reportable actions.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 8:46 a.m.

LONG BEACH

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CLASSIFIED EMPLOYMENT OPPORTUNITY

HEAD START INSTRUCTIONAL AIDE

FINAL FILING DATE:

4:30 p.m., Thursday, March 13, 2025

JOB INFORMATION:

Permanent 10-month position. Position is a 100% FTE.

Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under close supervision, to assist a classroom teacher at a Head Start Child Development Center to support pre-school age children in developing skills designed to promote their social, physical and intellectual growth; to acquaint pre-school age children with the routines of a structured environment in advance of entering K – 12 schools; and to do related work as required.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Graduation from high school or equivalent and a valid Child Development Permit issued by the California Commission on Teacher Credentialing or proof of application for one of these permits:

Child Development Associate Teacher Permit
Child Development Teacher Permit
Child Development Master Teacher Permit
Child Development Site Supervisor Permit
Child Development Program Director Permit

SPECIAL REQUIREMENTS:

(1) If applying with proof of application for a Child Development Permit, a valid permit must be submitted prior to appointment in this classification. (2) To remain employed in this classification with a valid Child Development Permit, an incumbent must meet the respective permit renewal requirements as established by the California Commission on Teacher Credentialing. Completion of the permit renewal requirements is at the employee's expense. (3) Some positions in this class may be required to have the use of an automobile, adequate insurance coverage and a valid California driver's license or have available transportation at the time of appointment. (4) May be required to travel from one location to another.

WORKING ENVIRONMENT

Pre-school classroom, office, playground environment, off-campus locations offering pre-school activities. Travel to/from student homes and other off-site locations may be required.

SALARY RANGE HOURLY:

START: \$18.76
6 MONTHS: \$19.79
1 ½ YEARS: \$20.89
2 ½ YEARS: \$22.02
3 ½ YEARS: \$23.23



Apply Here

APPLICATION:

All applications must be submitted online via the Personnel Commission website at: lbschools.net/jobs. Please complete all application materials including supplemental questions. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background, and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of any of the following: supplemental application; written examination(s); qualifications appraisal interview; performance or technical examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

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MERIT SYSTEM EMPLOYER

Dual Exam 25-0174-0657AA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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Amu Van 8

Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

On February 14, 2013, the Personnel Commission approved the revision of Chapter IV of the Rules and Regulations of the Classified Service. One of the major changes to the chapter was the addition of Rule 4.3.F Attendance and/or Professional Growth Incentive. In addition to seniority points, you may be eligible to increase your final passing score on examinations by a maximum of 5 points.

Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the Lost Time Report, which is a payroll report that can be printed by your site payroll clerk. Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. *An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two-year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

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LONG BEACH

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HEAD START INSTRUCTIONAL AIDE – BILINGUAL SPANISH

FINAL FILING DATE:

4:30 p.m., Thursday, March 13, 2025

JOB INFORMATION:

Permanent 10-month position. Position is a 100% FTE.

Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under close supervision, to assist a classroom teacher at a Head Start Child Development Center to support pre-school age children in developing skills designed to promote their social, physical and intellectual growth; to acquaint pre-school age children with the routines of a structured environment in advance of entering K – 12 schools; and to do related work as required.

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SALARY RANGE HOURLY:

START:	\$18.76
6 MONTHS:	\$19.79
1 ½ YEARS:	\$20.89
2 ½ YEARS:	\$22.02
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Apply Here

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MERIT SYSTEM EMPLOYER
Dual Exam 25-0175-5235 AA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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Ann Van

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LONG BEACH

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INFORMATION SECURITY OFFICER

FINAL FILING DATE:

Open until filled.

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE (8 hours per day). Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under administrative direction, will plan, organize, control and direct the District's cybersecurity and data privacy programs and operations. Will also assure information assets, applications, systems, infrastructure, and processes are protected in the digital ecosystem in which the District operates. In addition, will assure cybersecurity measures comply with statutory and regulatory requirements regarding information confidentiality, integrity, and availability, as well as, perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Bachelor's degree in cybersecurity, computer science, engineering, information systems management, software engineering or a related field. A Master's degree is preferred. Valid Certified Information Systems Security Professional (CISSP) certification.

EXPERIENCE:

Five (5) years of cybersecurity management-level experience in a large user environment including two years of experience providing cybersecurity services in a regulated industry with one or more of the following information security compliance objectives (FERPA, HIPAA, PCI-DSS, CJIS, CPPA).

Experience in a public K-12 educational environment is preferred. Two years of additional experience may be substituted for two years of the required education.

Any other combination of education, training and experience, which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities, may be considered.

SPECIAL REQUIREMENTS:

The following certifications are desirable:

Certified Information Security Manager (CISM)
GIAC Information Security Officer (GISO)
GIAC Security Leadership Certification (GSLC)

Positions in this class require the use of a personal automobile and possession of a valid California class C driver's license, as traveling from one location to another may be required.

SALARY RANGE HOURLY:

The annual salary is
\$152,401 to \$178,963
with excellent benefits
and retirement package.



Apply Here

APPLICATION:

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SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background, and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of any of the following: supplemental application; written examination(s); qualifications appraisal interview; performance or technical examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations. The eligibility list for this classification will remain in effect for a period of six (6) months.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

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MERIT SYSTEM EMPLOYER

Dual Continuous Exam 5339 JA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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Maria Lynn Alvarez
8

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*REVISED

LONG BEACH

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CLASSIFIED EMPLOYMENT OPPORTUNITY

MOBILE DEVICE SPECIALIST

FINAL FILING DATE:

4:30 p.m., Friday, March 14, *2025

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE.

Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, perform a variety of specialized duties in support of the operation, security and compliance of District-issued mobile devices and computers; coordinate and maintain mobile device management (MDM) solutions, such as Google Workspace for Education, Microsoft Intune, VMware Workspace ONE and JAMF; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Associate's degree in information technology, computer science, or a related field.

Microsoft 365 Certified Modern Desktop or Endpoint Administrator Associate, VMware Workspace ONE Professional, JAMF Certified Technician or similar certification is desirable.

EXPERIENCE:

Three years of experience in mobile device management, with a strong focus on Google Workspace for Education, Microsoft Intune, VMware Workspace ONE, or JAMF.

OR

Three years of experience as a Computer Support Technician with the Long Beach Unified School District.

Experience with scripting and automation tools (e.g., PowerShell, Bash) is desirable.

A Bachelor's degree may substitute for two years of the required experience.

Any other combination of education, training and experience, which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Positions in this classification require the use of a personal automobile and the possession of a valid California Class C driver's license. (2) May be required to travel from one location to another.

SALARY RANGE HOURLY:

START: \$45.93

6 MONTHS: \$48.45

1 ½ YEARS: \$51.12

2 ½ YEARS: \$53.93

3 ½ YEARS: \$56.89



Apply Here

APPLICATION:

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Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

WE ARE AN EQUAL OPPORTUNITY TITLE VII/
MERIT SYSTEM EMPLOYER

Dual Exam 25-0177-5338 AA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

4400 Ladoga Avenue, Lakewood, CA 90713 • (562) 435-5708 • lbschools.net/pc

Amy Bern

Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

On February 14, 2013, the Personnel Commission approved the revision of Chapter IV of the Rules and Regulations of the Classified Service. One of the major changes to the chapter was the addition of Rule 4.3.F Attendance and/or Professional Growth Incentive. In addition to seniority points, you may be eligible to increase your final passing score on examinations by a maximum of 5 points.

Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the Lost Time Report, which is a payroll report that can be printed by your site payroll clerk. Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. *An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two-year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

The maximum attendance and/or professional growth incentive points a promotional candidate may earn is a total of five (5) points. Promotional candidates are responsible for providing proof of their attendance and/or completion of classes, training and seminars at the time of application but in no event no later than the application deadline. In circumstances in which there are multiple instances of sick leave use for FMLA, CFRA and IA, the matter will be considered on a case-by-case basis by the administrator of the Personnel Commission.

CLASSIFIED EMPLOYMENT OPPORTUNITY

NUTRITION SERVICES ASSISTANT DIRECTOR

FINAL FILING DATE:

Continuous until filled

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE.

Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under the direction of the Nutrition Services Director, assist in planning and directing the operations and activities of the District's Nutrition Services department; supervise and evaluate the performance of assigned staff; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Bachelor's degree in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business or a related field.

A master's degree in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business or a related field is preferred. Coursework in food service management or nutritional sciences is preferred.

EXPERIENCE:

Four-years of experience at a supervisory or management level in an institutional food service organization. Experience within a K-12 educational agency is preferred.

Any other combination of training and experience that could likely provide the desired skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Positions in this classification require the use of a personal automobile and possession of a valid California driver's license. (2) May be required to travel from one location to another. (3) Applicants for this classification will be required to obtain and submit, at his/her own expense, his/her current motor vehicle driving record at the time of appointment. The record must meet and be maintained at the District's safe driving standard. Failure to meet this requirement will result in the disqualification of the applicant regardless of any other standing. (4) Incumbents must obtain a valid Food Safety Manager certificate issued by an authorized agency within completion of probationary period and maintain certification throughout employment in this classification. (5) At the time of appointment, an incumbent must certify in writing they have completed eight hours of food safety training within five years of their employment start date or will complete eight hours of food safety training within 30 days of employment to this class. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing.

SALARY RANGE HOURLY:

The annual salary is

\$136,739 to \$160,576

With excellent benefits

And retirement package



Apply Here

All applications must be submitted online via the Personnel Commission website at: lbschools.net/jobs. Please complete all application materials including supplemental questions. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

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Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

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WE ARE AN EQUAL OPPORTUNITY TITLE VII/

MERIT SYSTEM EMPLOYER

Dual Continuous Exam 25-0176-5059 YA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

4400 Ladoga Avenue, Lakewood, CA 90713 • (562) 435-5708 • lbschools.net/pc

Amy [Signature]

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGE: 14-15

Date: March 6, 2025

Reason for Consideration: Approval

**ASSISTANT PUCHASING AND CONTRACTS
DIRECTOR**

DUAL

25-0139-0777

List Valid: **02/28/2025 - 08/28/2026**

Total Applications Received: 23

Passed: 2 Failed: 5

Total Invited to Exam: 7

Withdrew: 0 Screened Out: 16

ASSOCIATE PERSONNEL ANALYST

DUAL

25-0130-3270

List Valid: **03/03/2025 - 03/03/2026**

Total Applications Received: 99

Passed: 8 Failed: 12

Total Invited to Exam: 37

Withdrew: 17 Screened Out: 62

CHILD CARE WORKER

OPEN

25-CCW16-5258

List Valid: **02/06/2025 - 08/06/2025**

Total Applications Received: 14

Passed: 12 Failed: 1

Total Invited to Exam: 14

Withdrew: 1 Screened Out: 0

CHILD CARE WORKER

OPEN

25-CCW17-5258

List Valid: **02/20/2025 - 08/20/2025**

Total Applications Received: 18

Passed: 14 Failed: 0

Total Invited to Exam: 17

Withdrew: 3 Screened Out: 1

HEAD START INSTRUCTIONAL AIDE

DUAL

25-0143-0657

List Valid: **03/05/2025 - 03/05/2026**

Total Applications Received: 16

Passed: 4 Failed: 0

Total Invited to Exam: 5

Withdrew: 1 Screened Out: 11

**HEAD START INSTRUCTIONAL AIDE - BILINGUAL
SPANISH**

DUAL

25-0140-5235

List Valid: **03/05/2025 - 03/05/2026**

Total Applications Received: 4

Passed: 1 Failed: 0

Total Invited to Exam: 2

Withdrew: 1 Screened Out: 2

INSTRUCTIONAL AIDE - SPECIAL

OPEN CONTINUOUS

25-0145-0448

List Valid: **03/04/2025 - 03/04/2026**

Total Applications Received: 27

Passed: 3 Failed: 0

Total Invited to Exam: 4

Withdrew: 1 Screened Out: 23

INSTRUCTIONAL AIDE - SPECIAL (CATALINA ISLAND)**OPEN CONTINUOUS****25-0091-0448**List Valid: **03/04/2025 - 03/04/2026**

Total Applications Received: 8

Passed: 2

Failed: 0

Total Invited to Exam: 2

Withdrew: 0

Screened Out: 6

NUTRITION SERVICES ASSISTANT DIRECTOR**DUAL****25-0138-5059**List Valid: **03/04/2025 - 09/04/2025**

Total Applications Received: 30

Passed: 0

Failed: 8

Total Invited to Exam: 9

Withdrew: 1

Screened Out: 21

OFFICE ASSISTANT - BL SPANISH**DUAL****25-0104-5158**List Valid: **03/04/2025 - 03/04/2026**

Total Applications Received: 137

Passed: 12

Failed: 60

Total Invited to Exam: 114

Withdrew: 41

Screened Out: 24

PLANT SUPERVISOR I**DUAL****25-0116-5026**List Valid: **02/28/2025 - 02/28/2026**

Total Applications Received: 46

Passed: 13

Failed: 13

Total Invited to Exam: 33

Withdrew: 7

Screened Out: 13

RECREATION AIDE**OPEN CONTINUOUS****25-0155-5255**List Valid: **02/28/2025 - 08/28/2025**

Total Applications Received: 23

Passed: 18

Failed: 0

Total Invited to Exam: 18

Withdrew: 0

Screened Out: 5

STUDENT EVALUATION TECHNICIAN - BL SPANISH**DUAL****25-0089-0483**List Valid: **03/04/2025 - 03/04/2026**

Total Applications Received: 46

Passed: 1

Failed: 9

Total Invited to Exam: 23

Withdrew: 13

Screened Out: 23

CERTIFIED TO BE CORRECT: Susan Leaming DATE: March 6, 2025