

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 6, 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 Viola 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 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 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, shared that 22 provisional assignments were processed for several classifications, including Behavior Intervention Assistant, Custodian, and Staff Secretary. Nine substitute assignments were also processed, Child Care Workers and Intermediate Office Assistants to support ongoing staffing needs. Exempt assignments were also processed, 22 new assignments, along with returning assignments for coaches 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 1/11/2025
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 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		

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.