

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

MINUTES
Regular Meeting

April 17, 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, April 17, 2025 at 8:18 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; Andrea Armas, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Joanna Guzman, Employment Services Supervisor; Mari Rojas, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Margarita Paiz, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Dallas Emerle, CSEA Chapter 2 Labor Relations Representative; Tai Felder, CSEA Chapter 2 1st Vice President; Viola Mae Bledsoe, Instructional Aide - Special (Retired); and Appellant 34902655.

MINUTES OF REGULAR
MEETING APPROVED

Ms. Leaming explained that a working draft of the minutes was published in error on the agenda, and noted that copies of the corrected, final version were available on the table for audience members. Ms. Leaming also provided copies to the Commission for their review and clarified that if approved, the corrected version would be posted online. 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 corrected version of the minutes of the Regular Meeting of April 3, 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, discussed the upcoming Classified Employee Celebration scheduled on Friday May, 23rd and noted the theme of the event is "Classschella". Ms. Leaming provided copies of the event flyer to the Commissioners and expressed

appreciation to Ashleigh Fernando, Human Resources Technician, for designing the flyer which was distributed to all school sites and offices and will be featured in the next school bulletin. Ms. Learning also mentioned that donation request letters have also been sent out to classified and certificated managers, community members, and vendors.

Maria Lynn Alvarez, Personnel Analyst, reported that 59 recruitments are currently in progress, with approximately 13 more expected to open within the next few weeks.

Ms. Alvarez shared that she and Amy Van Fossen, Associate Personnel Analyst, participated in Quality Core Visits (QCV) to school sites, with Ms. Alvarez visiting Patrick Henry Elementary, and Ms. Van Fossen visiting McBride High School. Both reported being highly impressed by the student and staff engagement, particularly the collaboration between teachers and aides.

Ms. Alvarez read aloud an email from an external qualifications appraisal panel rater, Patrick Luce, Chief Information Security Officer at the Los Angeles Community College District, who served on a recent panel for the Information Security Officer position. In his message addressed to Dr. Jill Baker, Superintendent of Schools, and Jack Kelanic, Chief Technology Officer, Mr. Luce praised the professionalism, hospitality, and organization demonstrated by Personnel Commission staff during the process. Mr. Luce complimented the Commission's environment, accommodations, and overall coordination, calling the common experience "uncommonly nice". Ms. Alvarez emphasized how meaningful this feedback is because it recognizes the efforts of every employee at the Personnel Commission, including the custodial staff.

Oralia Leyva, Certification Services Manager, informed the Commission that a total of 33 probationary, 31 substitute, and 27 exempt employee appointments were approved by the Board of Education at their meeting on April 9, 2025.

Ms. Learning noted that there was a correction to Consent Agenda Item 7, the effective date of the eligibility list should have been 4/15/2025, as a holiday was accidentally counted into the appeal period.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Head Start Instructional Aide - Bilingual Spanish
2. **APPROVE** the certification of Information Security Officer eligibility list 25-0147-5339 established 4/15/2025
3. **APPROVE** the certification of Instructional Aide - Expanded Learning *Revised eligibility list 25-0095-5319 established 11/4/2024
4. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0172-0448 established 4/16/2025
5. **APPROVE** the certification of Instructional Aide - Special (Open House 3/18/25) eligibility list 25-0192OH-0448 established 4/16/2025
6. **APPROVE** the certification of Network Specialist eligibility list 25-0158-5119 established 4/10/2025
7. **APPROVE** the certification of Recreation Aide eligibility list 25-0186-5255 established 4/15/2025

8. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 25-0178-5317 established 4/10/2025
9. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 25-0114-5255 established 4/08/2025
10. **APPROVE** the certification of Translator-Interpreter - BL Spanish eligibility list 25-0142-5079 established 4/17/2025

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 item 1 and approve items 2-10 with the noted correction to item 7.

<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 Revision of a Classification: Van Driver – Catalina Island

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 Recommendation to Remove from Eligibility List - Applicant ID 34902655

New Business Item 3 was moved into closed session.

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, May 1, 2025 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 8:29 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:30 a.m. with the following reportable action:

1. **APPROVE** the Recommendation to Remove from Eligibility Lists - Applicant ID 34902655

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous roll-call vote of those present to sustain staff's recommendation to remove Applicant 34902655 from current eligibility lists with the notation the applicant may reapply in six (6) months.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:31 a.m.