

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

REGULAR MEETING AGENDA

Regular Meeting
June 12, 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 of May 29, 2025 1-4
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 Food Production Equipment Technician (Recruitment Extended) 5-6
2. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant 7-8
3. **RATIFY** job announcement bulletin for Pool Lifeguard 9-10
4. **RATIFY** job announcement bulletin for Senior Accounting Assistant 11-12
5. **RATIFY** job announcement bulletin for Van Driver (Catalina Island) 13-14
6. **APPROVE** the certification of Asphalt Worker eligibility list 25-0180-5142 established 5/29/2025 (Revised) 15

7. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW23-5258 established 4/24/2025 15
8. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW24-5258 established 5/1/2025 15
9. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW25-5258 established 5/15/2025 15
10. **APPROVE** the certification of Mobile Device Specialist eligibility list 25-0177-5338 established 6/10/2025 15
11. **APPROVE** the certification of Plumber eligibility list 25-0196-0242 established 6/11/2025 15
12. **APPROVE** the certification of Recreation Aide eligibility list 25-0231-5255 established 6/6/2025 15
13. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 25-0229-5317 established 6/12/2025 16
14. **APPROVE** the certification of Senior Health Assistant eligibility list 25-0198-5174 established 6/9/2025 16
15. **APPROVE** the certification of Warehouse Manager eligibility list 25-0211-0301 established 6/11/2025 16

III OLD BUSINESS

1. None

IV NEW BUSINESS

1. **APPROVE** the Extension of Warehouse Materials Processor eligibility list 24-0229-0712 established 06/18/2024 17

V OTHER ITEMS

1. None

VI NEXT REGULAR MEETING

June 26, 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

May 29, 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, May 29, 2025 at 8:16 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

Dr. Rebecca Lee, Executive Officer; Maria Lynn Alvarez, Personnel Analyst; Susan Leaming, Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Andrea Armas, Associate Personnel Analyst; Oralia Leyva, Certification Services Manager; Virginia Agredano Perez, Senior Administrative Secretary; Joanna Guzman, Employment Services Supervisor; Mari Rojas, Employment Services Supervisor; Margarita Paiz, Human Resources Technician; Jazmin Salgado, Human Resources Technician; Silaue Taeleifi, 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; and Viola Mae Bledsoe, Instructional Aide - Special (Retired).

MINUTES OF REGULAR
MEETING APPROVED

Dr. Rebecca Lee noted several typographical corrections to the minutes. 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 May 15, 2025 with the noted amendments.

<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

Dr. Rebecca Lee, Executive Officer, highlighted the Classified Employee Celebration, "Classchella" and thanked the planning committee for their exceptional efforts to organize the fun-filled event. Susan Leaming, Personnel Analyst, reported that this year's celebration saw a record number of members on the planning committee, the highest number of vendor booths, and an unprecedented level of donations from both community businesses and District administrators.

Dr. Lee informed the Commission that on May 15th she attended the Superintendent's Student Advisory Showcase event which featured student ambassadors from the Raising Student Voices and Participation (RSVP) program who collaborated with their school administrators to develop and present equity-focused campus improvement projects. Dr. Lee praised the depth and thoughtfulness of the students' work, noting that many projects presented could be the basis for doctoral-level research. Dr. Lee also mentioned that she and Ms. Leaming attended the Polytechnic High School Campuswide Transformation Ceremony on May 27th which marked a \$450 million investment to reimagine the campus with new learning spaces and upgraded facilities. Dr. Lee noted that attendees included District administrators, Board of Education members, and the City of Long Beach Mayor, Rex Richardson.

Maria Lynn Alvarez, Personnel Analyst, reported that 55 active recruitments are in progress with nine (9) pending. Ms. Alvarez noted that the Personnel Commission team continues to expand community outreach efforts by hosting booths at school site open houses and will attend the Asian American Pacific Islander (AAPI) Cultural Celebration on Saturday, May 31st. Ms. Alvarez also announced the Personnel Commission was recently featured on the "Proud to Be LBUSD" podcast and the video can be viewed on the District's YouTube channel.

Amy Van Fossen, Associate Personnel Analyst, shared her experience attending mock interviews at Millikan High School on May 28th, with Ashleigh Fernando, Human Resources Technician. Ms. Van Fossen praised the students' professionalism and emphasized the importance of connecting with and mentoring students.

Joanna Guzman, Employment Services Supervisor, informed the Commission that a total of 13 probationary, 13 substitute, and 13 exempt employee appointments were approved by the Board of Education at their meeting on May 19, 2025. Ms. Guzman expressed gratitude to staff for their continued dedication to onboard new classified employees and fill vacancies. Ms. Guzman extended special recognition to Elizabeth Morales-Torres, Human Resources Technician, for her willingness to assist in areas beyond her regular responsibilities, and Camila Rios Jimenez, substitute Intermediate Office Assistant, for her flexibility and dependable support.

Ms. Guzman also noted that the upcoming Summer School session will run from June 23 to July 15, and employment notifications have been distributed to all classified applicants.

Ms. Leaming expressed gratitude to D'yaisha Yarber, Interim Warehouse Manager, Toni Sampo, Purchasing Manager, and Juan Rivera, Assistant Business Services Director, for facilitating a donation of District-branded water bottles which will be given to new classified employees when they onboard. Ms. Leaming also mentioned that there are two sessions of CPR/First Aid scheduled for May 30th at the Teacher Resource Center and seats were still available.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for District Security Officer
2. **RATIFY** job announcement bulletin for School Safety Officer
3. **RATIFY** job announcement bulletin for Translator-Interpreter BL - Spanish
4. **APPROVE** the certification of Asphalt Worker eligibility list 25-0180-5142 established 5/29/2025

5. **APPROVE** the certification of Digital Media Specialist eligibility list 25-0184-5314 established 5/21/2025
6. **APPROVE** the certification of Executive Secretary to the Superintendent/Board of Education eligibility list 25-0222-3347 established 5/29/2025
7. **APPROVE** the certification of Human Resources Technician eligibility list 25-0164-3352 established 5/21/2025
8. **APPROVE** the certification of Intermediate Nutrition Services Worker eligibility list 25-0160-5058 established 5/20/2025
9. **APPROVE** the certification of Recreation Aide eligibility list 25-0204-5255 established 5/20/2025
10. **APPROVE** the certification of Technology Field Operations Supervisor eligibility list 25-0159-5249 established 5/19/2025

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 items 1-3 and approve items 4-10.

<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. **ANNUAL ELECTION OF OFFICERS** per PC Rule 2.6

Terence Ulaszewski nominated Linda Vaughan as Chairperson and Linda Vaughan nominated Terence Ulaszewski as Vice-Chairperson. Sheryl Bender made a motion and was seconded by Terence Ulaszewski to accept the nominations as submitted. The nominations carried with a unanimous vote of those present to elect Linda Vaughan as Chairperson and Terence Ulaszewski as Vice-Chairperson.

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

OTHER ITEMS Commissioner Ulaszewski, with Commissioner Vaughan concurring, extended gratitude to Sheryl Bender for her two years of service as Chairperson. Mr. Ulaszewski acknowledged the challenges faced during her tenure and praised her for building strong relationships with District administration, improving communication and operational processes within the Commission, and demonstrating dedication and effectiveness in a leadership role that required resilience and a collaborative spirit.

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, June 12, 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 8:32 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:40 a.m. with no reportable actions.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 8:41 a.m.

LONG BEACH

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CLASSIFIED EMPLOYMENT OPPORTUNITY

-RECRUITMENT EXTENDED-

FOOD PRODUCTION EQUIPMENT TECHNICIAN

FINAL FILING DATE:

4:30 p.m., Friday, June 20, 2025

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 general supervision, to perform work in the installation, repair and maintenance of commercial food production, handling, storage, packaging and related equipment and appliances; and to perform related duties as required.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Equivalent to graduation from high school.

Completion of a recognized apprentice training program in at least one of the skilled trades areas such as electrician, electronic, refrigeration, plumbing or equivalent.

EXPERIENCE:

Three years experience in the field of plant facilities maintenance with at least one year of specific work involving the trouble shooting, repair and maintenance of large quantity commercial food production and related equipment and systems, including mechanical, electronic, electrical, plumbing, heating, refrigeration and steam system repairs.

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

SPECIAL REQUIREMENTS:

(1) Possession of a valid class C California Driver's License and evidence of a safe driving record is required at the time of appointment. (2) An Applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the District's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing. (3) Some positions in this class may be required to obtain "Universal Refrigerant Technician Certification" at the time of appointment or following employment, Type I and Type II or Universal, in accordance with Environmental Protection Agency Regulations. (4) Some incumbents in this class may be required to wear protective clothing, gear and equipment as required by law. (5) Maybe required to travel from one location to another.

SALARY RANGE HOURLY:

START:	\$39.02
6 MONTHS:	\$41.17
1 ½ YEARS:	\$43.43
2 ½ YEARS:	\$45.84
3 ½ YEARS:	\$48.35



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

Maria Lynn Alvarez
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MERIT SYSTEM EMPLOYER

Dual Exam 25-0212-0476 YA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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

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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INTERMEDIATE ACCOUNTING ASSISTANT

FINAL FILING DATE:

4:30 p.m., Friday, June 13, 2025

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 general supervision, review, verify and maintain accounting, financial and statistical records; perform varied clerical work in processing accounting transactions; to record and maintain employee attendance sheets; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Equivalent to graduation from high school.

Course work at an accredited institution in accounting and/or financial record keeping is desirable.

EXPERIENCE:

Two years of full-time financial or statistical record keeping work.

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

WORKING ENVIRONMENT:

Office environment.

Frequent interruptions.

PHYSICAL DEMANDS:

Seeing to read, review and assure accuracy of financial statements and reports.

Dexterity of hands and fingers to operate a computer keyboard.

Sitting for extended periods of time.

Hearing and speaking to exchange information in person or telephonically.

SALARY RANGE HOURLY:

START: \$25.98

6 MONTHS: \$27.40

1 ½ YEARS: \$28.92

2 ½ YEARS: \$30.51

3 ½ YEARS: \$32.18



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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.

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MERIT SYSTEM EMPLOYER

Dual Exam 25-0241-0755 JA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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

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Guidelines:

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LONG BEACH

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POOL LIFEGUARD

FINAL FILING DATE:

Open Continuous.

JOB INFORMATION:

Permanent 12-month position. Position is 47.5% FTE (3.8 hours per day). Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, conduct continuous observation of assigned pool area for signs of swimmers in distress, violations of pool rules and safety regulations, and equipment malfunctions; maintain pool safety and provide assistance to swimmers in distress; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Graduation from high school or equivalent.

EXPERIENCE:

Some experience as a lifeguard or swim team or water polo coach or player is desirable.

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) A valid Lifeguard certificate issued by the American Red Cross or YMCA of the USA is required at the time of appointment and must be maintained throughout employment in this classification.

WORKING ENVIRONMENT:

Indoor and outdoor work environment.

Evening and varied hours.

Seasonal heat and cold or adverse weather conditions.

Walking on wet and slippery surfaces.

Exposure to chemical fumes and odors.

Potential contact with blood and other bodily fluids.

PHYSICAL DEMANDS:

Sitting, walking or standing for extended periods of time.

Seeing to monitor pool activities.

Bending and twisting at the waist, stooping, kneeling.

Twisting and turning neck and body to monitor pool activities.

Hearing and speaking to exchange information in person.

Dexterity of hands and fingers to operate equipment.

Stretching or reaching overhead and horizontally.

Swimming.

Lifting and carrying or pulling swimmers out of the pool.

Ascend and descend pool and lifeguard station ladders.

SALARY RANGE HOURLY:

START: \$21.49

6 MONTHS: \$22.67

1 ½ YEARS: \$23.92

2 ½ YEARS: \$25.23

3 ½ YEARS: \$26.62



Apply Here

APPLICATION:

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SELECTION PROCEDURE:

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MERIT SYSTEM EMPLOYER

Open Continuous 5327 MG

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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

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

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LONG BEACH

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CLASSIFIED EMPLOYMENT OPPORTUNITY

SENIOR ACCOUNTING ASSISTANT

FINAL FILING DATE:

4:30 p.m., Friday, June 13, 2025

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 general supervision, take the lead and/or perform difficult and specialized clerical accounting, financial and statistical work in identifying discrepancies and correcting accounting records, documents and reports; make journal entries and reports and reconcile and balance accounts; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Equivalent to graduation from high school.

Completion of at least nine semester units of college level introductory accounting courses is required.

EXPERIENCE:

Three years of full-time financial or statistical record keeping work one of which is preferably in a public agency.

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

WORKING ENVIRONMENT:

Office environment.

Frequent interruptions.

PHYSICAL DEMANDS:

Seeing to read, review and assure accuracy of financial statements and reports.

Dexterity of hands and fingers to operate a computer keyboard.

Sitting for extended periods of time.

Hearing and speaking to exchange information in person or telephonically.

SALARY RANGE HOURLY:

START: \$28.18

6 MONTHS: \$29.74

1 ½ YEARS: \$31.37

2 ½ YEARS: \$33.09

3 ½ YEARS: \$34.92



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.

WE ARE AN EQUAL OPPORTUNITY TITLE VII/

MERIT SYSTEM EMPLOYER

Dual Exam 25-0242-0760 JA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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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CLASSIFIED EMPLOYMENT OPPORTUNITY

VAN DRIVER – CATALINA ISLAND

FINAL FILING DATE:

Open Continuous

JOB INFORMATION:

PLEASE NOTE: THIS IS FOR CATALINA ISLAND POSITIONS ONLY.

Catalina Island is located 22 miles southwest of the Los Angeles Harbor Breakwater. **Employees must live on the island, and/or arrange for their own transportation to and from the island.**

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

The position begins at approximately 5:30 a.m. in Two Harbors and is responsible for transporting students throughout the island to and from the Avalon school and to and from field trips on Catalina Island.

JOB SUMMARY:

Under general direction, drive a nine (9) passenger van on Catalina Island to transport students safely and efficiently to locations along a designated route; perform daily vehicle inspections; assist staff in performing routine reception, clerical, custodial and/or grounds maintenance duties as assigned; prepare a variety of records and reports related to assigned activities; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Graduation from high school or equivalent is desirable.

EXPERIENCE:

Two years of experience operating a motor vehicle. Experience driving a passenger van or bus is highly desirable.

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

SPECIAL REQUIREMENTS:

(1) Valid California Class C driver's license. (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 in this classification must possess and maintain a valid First Aid Certificate and CPR Card issued by an authorized agency by time of appointment and maintain certification throughout employment in this classification.

**THE EXAMINATION FOR THIS POSITION WILL BE HELD
AT THE AVALON SCHOOL ON CATALINA ISLAND.**

SALARY RANGE HOURLY:

START: \$23.95

6 MONTHS: \$25.27

1 ½ YEARS: \$26.66

2 ½ YEARS: \$28.12

3 ½ YEARS: \$29.67



Apply Here

Catalina Island employees receive an additional \$4.22 per hour.

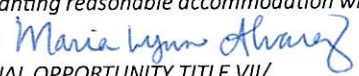
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WE ARE AN EQUAL OPPORTUNITY TITLE VII/

MERIT SYSTEM EMPLOYER

Open Continuous 25-0240-5280 MA

LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGE: 15-16

Date: June 12, 2025

Reason for Consideration: Approval

ASPHALT WORKER (REVISED)

DUAL

25-0180-5142

List Valid: **05/29/2025 - 05/29/2026**

Total Applications Received: 61

Passed: 3 Failed: 2

Total Invited to Exam: 11

Withdrew: 6 Screened Out: *50

CHILD CARE WORKER

OPEN

25-CCW23-5258

List Valid: **04/24/2025 - 10/24/2025**

Total Applications Received: 11

Passed: 10 Failed: 0

Total Invited to Exam: 10

Withdrew: 0 Screened Out: 1

CHILD CARE WORKER

OPEN

25-CCW24-5258

List Valid: **05/01/2025 - 11/01/2025**

Total Applications Received: 6

Passed: 6 Failed: 0

Total Invited to Exam: 6

Withdrew: 0 Screened Out: 0

CHILD CARE WORKER

OPEN

25-CCW25-5258

List Valid: **05/15/2025 - 11/15/2025**

Total Applications Received: 11

Passed: 6 Failed: 0

Total Invited to Exam: 9

Withdrew: 3 Screened Out: 2

MOBILE DEVICE SPECIALIST

DUAL

25-0177-5338

List Valid: **06/10/2025 - 06/10/2026**

Total Applications Received: 31

Passed: 6 Failed: 10

Total Invited to Exam: 18

Withdrew: 2 Screened Out: 13

PLUMBER

DUAL

25-0196-0242

List Valid: **06/11/2025 - 06/11/2026**

Total Applications Received: 33

Passed: 4 Failed: 7

Total Invited to Exam: 21

Withdrew: 10 Screened Out: 12

RECREATION AIDE

OPEN CONTINUOUS

25-0231-5255

List Valid: **06/06/2025 - 12/06/2025**

Total Applications Received: 30

Passed: 23 Failed: 0

Total Invited to Exam: 23

Withdrew: 0 Screened Out: 7

RECREATION AIDE - EXPANDED LEARNING**OPEN CONTINUOUS****25-0229-5317**List Valid: **06/12/2025 - 12/12/2025**

Total Applications Received: 19

Passed: 18 Failed: 0

Total Invited to Exam: 18

Withdrew: 0 Screened Out: 1

SENIOR HEALTH ASSISTANT**DUAL CONTINUOUS****25-0198-5174**List Valid: **06/09/2025 - 06/29/2026**

Total Applications Received: 8

Passed: 4 Failed: 0

Total Invited to Exam: 5

Withdrew: 1 Screened Out: 3

WAREHOUSE MANAGER**PROMOTIONAL****25-0211-0301**List Valid: **06/11/2025 - 12/11/2025**

Total Applications Received: 8

Passed: 2 Failed: 4

Total Invited to Exam: 6

Withdrew: 0 Screened Out: 2

CERTIFIED TO BE CORRECT: Dr. Rebecca Lee DATE: June 12, 2025

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility List Extension

PAGE: 17

Date: June 12, 2025

Reason for Consideration: Approval

WAREHOUSE MATERIALS PROCESSOR

Extended List Expiration Date: 12/18/2025

Total Applications on List: 17

Number of Current Eligible: 5

OPEN AND PROMOTIONAL

Extended List Period: 6 Months

Number of waivers or removals: 11

24-0229-0712

CERTIFIED TO BE CORRECT: Dr. Rebecca Lee DATE: June 12, 2025