

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

MINUTES
Regular Meeting

June 12, 2025

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, June 12, 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, Linda Vaughan.

ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS
PRESENT

Dr. Rebecca Lee, Executive Officer; Maria Lynn Alvarez, Personnel Analyst; Susan Leaming, Personnel Analyst; Oralia Leyva, Certification Services Manager; Virginia Agredano Perez, Senior Administrative Secretary; Joanna Guzman, Employment Services Supervisor; Mari Rojas, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Veronica Bustamante, Interim Human Resources Technician; Monica Gaytan, Human Resources Technician; Margarita Paiz, Human Resources Technician; and Silaue Taeleifi, Human Resources Technician.

GUESTS PRESENT

Dallas Emerle, 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 May 29, 2025.

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

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Dr. Rebecca Lee, Executive Officer, opened her report by sharing that the meeting marked her 30-day anniversary with the Personnel Commission and expressed gratitude to the team for their warm welcome during her first month. She noted that she has been hosting one-on-one meetings with staff members to better understand their roles, career journeys, and contributions to the District. She also shared that the quarterly Strategic Planning Committee meetings recently concluded for the school year. As part of the next steps, she will be working closely with the Personnel Commission team to develop staff learning opportunities and identify meaningful ways to align the department's work with the goals outlined in the District's Vision 2035.

Maria Lynn Alvarez, Personnel Analyst, reported that there are currently 63 recruitments in progress. She shared that the Personnel Commission is actively conducting interviews, noting that the current vacancies are the result of promotions. She thanked the recruitment team for their continued commitment and named individual team members, including Veronica Bustamante, who is supporting the unit in an upgraded role, and Paul Welch, who continues to deliver excellent front-office customer service. Ms. Alvarez also thanked her colleagues Andrea Armas and Amy Van Fossen.

Margarita Paiz, Human Resources Technician, and Joanna Guzman, Employment Services Supervisor, shared their experiences attending the Asian American Pacific Islander (AAPI) Cultural Celebration. Ms. Paiz described the event as a beautiful opportunity to connect with students and families while showcasing the role of the Personnel Commission. Ms. Guzman added that the Personnel Commission table drew significant interest from attendees. They engaged with students, parents, and certificated staff, and shared information and flyers promoting classified job opportunities.

Oralia Leyva, Certification Services Manager, reported that 18 probationary appointments were approved at the latest Board of Education meeting, including classifications such as Custodian, Instructional Aide - Special, Recreation Aide, and Expanded Learning Site Specialist. Eleven substitute assignments were also processed, along with multiple exempt appointments for student assistants and coaches. Special thanks were extended to team members Joanna Guzman and Mari Rojas for their work processing summer school assignments.

Susan Leaming, Personnel Analyst, shared that two CPR training sessions were held on May 30, with 38 attendees. Ms. Leaming thanked Veronica Bustamante for facilitating the sessions.

Virginia Agredano Perez, Senior Administrative Secretary, took a moment to express appreciation for Dr. Lee's recent message recognizing the concerns that staff members may be experiencing due to recent events in the community. She emphasized how meaningful it was to feel acknowledged and supported and shared that Dr. Lee's thoughtful words had a deep impact.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Food Production Equipment Technician (Recruitment Extended)
2. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant
3. **RATIFY** job announcement bulletin for Pool Lifeguard
4. **RATIFY** job announcement bulletin for Senior Accounting Assistant
5. **RATIFY** job announcement bulletin for Van Driver (Catalina Island)
6. **APPROVE** the certification of Asphalt Worker eligibility list 25-0180-5142 established 5/29/2025 (Revised)
7. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW23-5258 established 4/24/2025
8. **APPROVE** the certification of Child Care Worker eligibility list 25-CCW24-5258 established 5/1/2025

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

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 1-5 and approve items 6-15.

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

OLD BUSINESS None

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

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, 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>
Terence Ulaszewski	X		
Linda Vaughan	X		

OTHER ITEMS NONE

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, June 26, 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 8:28 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:36 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 8:37 a.m.