

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

MINUTES
Regular Meeting

June 26, 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 26, 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: 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; 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, Human Resources Technician; Monica Gaytan, Human Resources Technician; Elizabeth Morales-Torres, Human Resources Technician; Margarita Paiz, Human Resources Technician; and Silaue Taeleifi, Human Resources Technician.

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

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 June 12, 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

Dr. Rebecca Lee, Executive Officer, shared that she continues to familiarize herself with ongoing projects in the District. She announced that on July 15th, the Resource Planning Modernization (RPM) team will visit the Personnel Commission to provide an update on their three-year implementation project. Dr. Lee also met with the California School Personnel Commissioners Association (CSPCA) Board and Training Committee this week. She will serve as Chair of Program Planning for the annual CSPCA conference, scheduled for March 15–17 at the Westin San Diego Bayview Hotel. Dr. Lee also congratulated Maria Lynn Alvarez on her

election to the Board of the Cooperative Organization for the Development of Employee Selection Procedures (CODESP). This is a significant achievement, as CODESP develops testing materials used by many school districts. Dr. Lee emphasized the importance of having a Long Beach Unified voice on this board.

Maria Alvarez, Personnel Analyst, reported that Recruitment and Testing is currently managing 61 recruitments. At the last Commission meeting, she shared that the team was conducting interviews to fill three vacancies. She is pleased to report that selections have been made. Veronica Bustamante has been officially promoted to Human Resources Technician. Yessika Aguirre has transferred from a dual role with Nutrition Services into a permanent Recruitment and Testing position. Additionally, Judith Beauchamp has been promoted from a school site role to join the HR Technician team. The team will now begin recruitment to fill the Human Relations Assistant position, as it is vacant. One team member remains on leave, but the department is nearly fully staffed and ready to move recruitment processes forward. Ms. Alvarez also noted that team members attended the Personnel Testing Council (PTC) conference, which provided valuable insights into innovations being implemented by other agencies.

Joanna Guzman, Certification Services Supervisor, reported 12 probationary appointments in various classifications, including Assistant Purchasing and Contracts Director, Information Security Officer, and Locksmith. Additionally, they processed 13 substitute appointments across classifications such as Childcare Worker, Nutrition Services Worker, and Recreation Aide. The team expressed deep appreciation for their technicians, who have been diligently processing VA packets to support the staffing of all vacancies ahead of the new school year. This work has been particularly important given the large number of coach and student packets received in recent weeks. Certification staff also welcomed Margarita Paiz, who transitioned from Recruitment and Testing to a dedicated role within Certification. Her acceptance of this position was acknowledged with gratitude by the team.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for ASB Financial Technician
2. **RATIFY** job announcement bulletin for Contract Analyst
3. **RATIFY** job announcement bulletin for Senior ASB Financial Technician
4. **RATIFY** job announcement bulletin for Small Engine Mechanic
5. **APPROVE** the certification of Associate Producer eligibility list 25-0183-5302 established 6/18/2025
6. **APPROVE** the certification of Credential Services Specialist eligibility list 25-0217-3343 established 6/24/2025
7. **APPROVE** the certification of Custodian (Catalina Island) eligibility list 25-0135-0139 established 6/26/2025
8. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0225AA-0448 established 6/12/2025
9. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0197-0448 established 6/12/2025

10. **APPROVE** the certification of Nutrition Services Assistant Director eligibility list 25-0176-5059 established 6/26/2025
11. **APPROVE** the certification of Sign Language Interpreter eligibility list 25-0220-5214 established 6/26/2025

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-4 and approve items 5-11.

<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 Abolishment of a Classification – Instructional Aide – Mobile Classroom

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, 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 Abolishment of a Classification – Nutrition Services Technology Coordinator

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, the motion was carried with a unanimous vote of those present to approve New Business Item 2.

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

3. **APPROVE** the Revision of a Classification – Grounds Equipment Operator II

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, the motion was carried with a unanimous vote of those present to approve New Business Item 3.

<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

NONE

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 10, 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 8:26 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:35 a.m. with the following reportable action:

1. Receive and take action to distribute Hearing Officer’s report on Employee E00541054 to Employee and the District

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to distribute the Hearing Officer’s Report.

<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 8:37 a.m.