

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

MINUTES
Regular Meeting

July 10, 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, July 10, 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; 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; Judith Beauchamp, Human Resources Technician; Wendy Bell, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Veronica Bustamante, Human Resources Technician; Monica Gaytan, Human Resources Technician; Elizabeth Morales-Torres, Human Resources Technician; Jazmin Salgado, 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; Martin Maldonado, Plant Supervisor I; and Jessica Valderrama, Intermediate Office Assistant – Bilingual Spanish

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 26, 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, provided an update on paraprofessional hiring standards in compliance with Title I regulations. To be eligible for instructional aide positions, applicants must either have completed two years of higher education, possess an associate degree or higher, or pass a local academic assessment demonstrating the knowledge and ability to assist in instruction. The District administers the No Child Left Behind Examination for candidates

who do not meet the educational criteria. A new study guide has been developed to help applicants prepare for the assessment. The guide outlines topics and competency areas that may be covered by this assessment.

Maria Lynn Alvarez, Personnel Analyst, introduced Judith Beauchamp as the newest Human Resources Technician to join the team. Ms. Beauchamp shared that she began her career in Human Resources in the private sector and later worked in the certification department for the County of Los Angeles. Most recently, she joined the District as an Intermediate Office Assistant at Newcomb TK-8.

Ms. Alvarez also shared details of the upcoming Classified Job Fair, scheduled for July 25, 2025, at the Personnel Commission. The event will include multiple open recruitments, on-site interviews, and potential same-day offers for positions such as Recreation Aide – Expanded Learning and Instructional Aide – Special. Collaboration with various departments is underway to ensure a successful event.

Oralia Leyva, Certification Services Supervisor, expressed appreciation for the staff. She acknowledged the ongoing summer program staffing and thanked the team for their adaptability, dedication, and contributions throughout a challenging year. She shared her excitement for the upcoming school year and thanked all team members for their continued support.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Instructional Aide - Special
2. **RATIFY** job announcement bulletin for Translator-Interpreter BL - Spanish
3. **APPROVE** the certification of Grounds Equipment Operator I eligibility list 25-0219-0175 established 7/9/2025
4. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 25-0209-5319 established 7/3/2025
5. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 25-0226AA-5319 established 7/7/2025
6. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 25-0232-5319 established 7/10/2025
7. **APPROVE** the certification of Instructional Aide - Special eligibility list 25-0210-0448 established 7/9/2025
8. **APPROVE** the certification of Nutrition Services Manager eligibility list 25-0181-5061 established 7/9/2025
9. **APPROVE** the certification of Pool Lifeguard eligibility list 25-0163-5327 established 7/3/2025
10. **APPROVE** the certification of Recreation Aide eligibility list 25-0243-5255 established 7/1/2025
11. **APPROVE** the certification of Recreation Aide eligibility list 25-0249-5255 established 7/11/2025

12. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 25-0239-5317 established 7/2/2025
13. **APPROVE** the certification of Translator - Interpreter BL Spanish eligibility list 25-0208-5079 established 7/3/2025

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-2 and approve items 3-13.

<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 Classifications (School Support Assistant & School Support Assistant BL Spanish) and Revision of Class Specifications (Office Assistant and Office Assistant BL Spanish)

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 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 Revision of a Classification – Senior Human Resources Analyst

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 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. **ANNOUNCE** the Personnel Commission Staff Years of Service

Dr. Rebecca Lee presented service pins to several Commission employees in recognition of their years of service milestones with the Long Beach Unified School District. The Commissioners congratulated Silaue Taeleifi, Human Resources Technician for 25 years of service, along with Martin Maldonado, Plant Supervisor I; and Jazmin Salgado, Human Resources Technician for 10 years of service, and Ashleigh Fernando, Human Resource Technician for 5 years of service

OTHER ITEMS	NONE
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, August 7, 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 8:37 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:58 a.m. with the following reportable action:

1. **RECEIVE** and **TAKE ACTION** on Hearing Officer’s report on Employee E00541054 to Employee and the District

The Commission heard comments from the appellant, reviewed the Hearing Officer’s report and unanimously voted to sustain the Hearing Officer’s recommendation to uphold the Board of Education’s action to suspend and demote to a previous classification, classified employee E00541054. The Commission directed the Executive Officer to send copies of the decision to the District and the employee in accordance with Personnel Commission Rule 11.5.D.

<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 9:01 a.m.
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