

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

REGULAR MEETING AGENDA

Regular Meeting
October 2, 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 September 18, 2025 1-3
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. **APPROVE** the certification of Grounds Equipment Operator II eligibility list 26-0011-0176 established 10/3/2025 4
2. **APPROVE** the certification of Groundskeeper eligibility list 26-0029-0172 established 9/29/2025 4
3. **APPROVE** the certification of Nutrition Services Worker eligibility list 26-0049-5068 established 9/24/2025 4
4. **APPROVE** the certification of Recreation Aide eligibility list 26-0060-5255 established 9/22/2025 4
5. **APPROVE** the certification of Recreation Aide eligibility list 26-0062-5255 established 9/26/2025 4
6. **APPROVE** the certification of Recreation Aide eligibility list 26-0063-5255 established 10/1/2025 4

7. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 26-0061-5317 established 9/26/2025 4
8. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 26-0064-5317 established 10/1/2025 5
9. **APPROVE** the certification of Senior ASB Financial Technician eligibility list 26-0251-0761 established 9/22/2025 5
10. **APPROVE** the certification of Small Engine Mechanic eligibility list 25-0247-0573 established 9/29/2025 5
11. **APPROVE** the certification of Stage Technician eligibility list 26-0013-0379 established 9/25/2025 5
12. **APPROVE** the certification of Translator-Interpreter - BL Spanish eligibility list 25-0235-5079 established 9/25/2025 5

III OLD BUSINESS

1. None

IV NEW BUSINESS

1. **APPROVE** the Request for Hearing in a Disciplinary Matter Employee ID # E 00526535 6-23

V OTHER ITEMS

1. None

VI NEXT REGULAR MEETING

October 16, 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

September 18, 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, September 18, 2025 at 8:17 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; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Mari Rojas, Employment Services Supervisor; Joanna Guzman, Employment Services Supervisor; Judith Alonso, Human Resources Technician; and Wendy Bell, Human Resources Technician.

GUESTS PRESENT

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 Sheryl Bender, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of September 4, 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, announced that at their meeting on September 17th, the Board of Education unanimously voted to reappoint Commissioner Linda Vaughan for another three-year term. Dr. Lee also noted the reappointment paperwork will be sent to the State Superintendent of Schools for final approval upon receipt of recommendation paperwork from CSEA.

Dr. Lee shared that she attended the recent Association of Long Beach Education Managers (ALBEM) Board meeting, describing it as a valuable opportunity to engage with District administrators, provide updates on Personnel Commission initiatives such as hiring fairs and

streamlined recruitment processes, and strengthen communication and collaboration across departments and school sites.

Dr. Lee announced that Personnel Commission staff will participate in a “Change in Leadership” workshop on September 25th, facilitated by external consultant Eve Gordon. Staff and District partners have completed surveys, and the survey results will be used to guide a collaborative workshop focused on identifying departmental strengths, challenges, and goals during the leadership transition at Personnel Commission. Dr. Lee further reported that on September 26th the Personnel Commission will partner with Human Resource Services (HRS) to hold a joint kick-off meeting for the new school year. The session will focus on collaboration around Vision 2035, providing an opportunity for both departments to establish common goals. Dr. Lee also reported that she has been designated as a sponsor to Strategy 8 of the District’s strategic plan, with a focus on classified professional development, coaching, job descriptions, and performance evaluations aligned with Vision 2035 expectations.

Amy Van Fossen, Associate Personnel Analyst, reported that 65 recruitments are currently in progress, with 15 in testing and 11 in screening. She commended staff for their efficiency in moving recruitments forward and providing eligibility lists to school sites. Ms. Van Fossen also highlighted recent community engagement activities, including Maria Lynn Alvarez, Personnel Analyst, participating at the Stevenson Elementary Back-to-School Night, where parents showed interest in classified jobs. Ms. Van Fossen announced several upcoming events: the Step into Success Job Fair at Hawthorne Memorial Center on September 24th, the Latino Heritage Celebration on September 27th, the Harvest Your Future Job Fair at Christ Second Baptist Church on October 9th, the Long Beach City College Career Expo on October 21st, and the Long Beach School for Adults Job Fair on January 30th. She also reported on continued collaboration with Expanded Learning to support bi-monthly interviews and hiring events.

Joanna Guzman, Employment Services Supervisor, reported that at the September 17th Board of Education meeting a total of 68 probationary and 21 substitute appointments were approved in classifications including Child Care Worker, Custodial Crew Supervisor, Intermediate Office Assistant, Campus Staff Assistant, Recreation Aide, and Nutrition Service Worker. Additionally, 39 exempt employment packets were processed by Certification team members, including coach and student worker assignments. Ms. Guzman expressed appreciation to Wendy Bell, Human Resources Technician, for her ongoing support and the Certification staff as a whole for their dedication to their work.

Oralia Leyva, Certification Services Manager, reported that Margarita Paiz, Human Resources Technician, has accepted a promotion to Administrative Secretary. Ms. Leyva commended Ms. Paiz for her dedicated service and extended her congratulations on the promotion.

1. **RATIFY** job announcement bulletin for Accompanist
2. **RATIFY** job announcement bulletin for Credential Services Manager
3. **RATIFY** job announcement bulletin for Expanded Learning Supervisor
4. **RATIFY** job announcement bulletin for Lead Campus Staff Assistant
5. **RATIFY** job announcement bulletin for Nutrition Service Worker
6. **RATIFY** job announcement bulletin for Senior Office Assistant
7. **RATIFY** job announcement bulletin for Senior Office Assistant - Bilingual Spanish

8. **APPROVE** the certification of Instructional Aide - Special eligibility list 26-0052-0448 established 9/10/2025
9. **APPROVE** the certification of Nutrition Services Worker eligibility list 26-0026-5068 established 9/3/2025
10. **APPROVE** the certification of Recreation Aide eligibility list 26-0057-5255 established 9/17/2025
11. **APPROVE** the certification of Recreation Aide - Catalina Island eligibility list 26-0004-5255 established 9/9/2025
12. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 26-0054-5317 established 9/18/2025
13. **APPROVE** the certification of Senior Accounting Assistant eligibility list 25-0242-0760 established 9/11/2025
14. **APPROVE** the certification of Senior Human Resources Analyst - HRS eligibility list 25-0154-5330 established 9/10/2025
15. **APPROVE** the certification of Senior Human Resources Analyst - HRS eligibility list 26-0024-5330 established 9/10/2025

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 1-7 and approve items 8-15.

<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 – Custodial Crew Supervisor

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous roll-call 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		

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 2, 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 8:30 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:50 a.m. with no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 8:51 a.m.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGE: 4-5

Date: October 2, 2025

Reason for Consideration: Approval

GROUND'S EQUIPMENT OPERATOR II

DUAL

26-0011-0176

List Valid: **10/03/2025 - 10/03/2026**

Total Applications Received: 32

Passed: 4 Failed: 2

Total Invited to Exam: 6

Withdrew: 0 Screened Out: 26

GROUNDSKEEPER

DUAL

26-0029-0172

List Valid: **09/29/2025 - 09/29/2026**

Total Applications Received: 113

Passed: 27 Failed: 2

Total Invited to Exam: 47

Withdrew: 18 Screened Out: 66

NUTRITION SERVICES WORKER

CONTINUOUS

26-0049-5068

List Valid: **09/24/2025 - 03/24/2026**

Total Applications Received: 89

Passed: 18 Failed: 12

Total Invited to Exam: 78

Withdrew: 48 Screened Out: 11

RECREATION AIDE

OPEN CONTINUOUS

26-0060-5255

List Valid: **09/22/2025 - 03/22/2026**

Total Applications Received: 23

Passed: 16 Failed: 0

Total Invited to Exam: 16

Withdrew: 0 Screened Out: 7

RECREATION AIDE

OPEN CONTINUOUS

26-0062-5255

List Valid: **09/26/2025 - 03/26/2026**

Total Applications Received: 27

Passed: 24 Failed: 0

Total Invited to Exam: 24

Withdrew: 0 Screened Out: 3

RECREATION AIDE

OPEN CONTINUOUS

26-0063-5255

List Valid: **10/01/2025 - 04/01/2026**

Total Applications Received: 31

Passed: 24 Failed: 0

Total Invited to Exam: 24

Withdrew: 0 Screened Out: 7

RECREATION AIDE - EXPANDED LEARNING

OPEN CONTINUOUS

26-0061-5317

List Valid: **09/26/2025 - 03/26/2026**

Total Applications Received: 4

Passed: 4 Failed: 0

Total Invited to Exam: 4

Withdrew: 0 Screened Out: 0

RECREATION AIDE - EXPANDED LEARNING

List Valid: **10/01/2025 - 04/01/2026**
Total Applications Received: 6
Passed: 6 Failed: 0

OPEN CONTINUOUS**26-0064-5317**

Total Invited to Exam: 6
Withdrew: 0 Screened Out: 0

SENIOR ASB FINANCIAL TECHNICIAN

List Valid: **09/22/2025 - 09/22/2026**
Total Applications Received: 13
Passed: 5 Failed: 1

DUAL**26-0251-0761**

Total Invited to Exam: 10
Withdrew: 4 Screened Out: 3

SMALL ENGINE MECHANIC

List Valid: **09/29/2025 - 09/29/2026**
Total Applications Received: 31
Passed: 3 Failed: 1

DUAL**25-0247-0573**

Total Invited to Exam: 12
Withdrew: 8 Screened Out: 19

STAGE TECHNICIAN

List Valid: **09/25/2025 - 09/25/2026**
Total Applications Received: 35
Passed: 4 Failed: 3

DUAL**26-0013-0379**

Total Invited to Exam: 8
Withdrew: 2 Screened Out: 26

TRANSLATOR-INTERPRETER - BL SPANISH

List Valid: **09/25/2025 - 09/25/2026**
Total Applications Received: 34
Passed: 1 Failed: 9

DUAL CONTINUOUS**25-0235-5079**

Total Invited to Exam: 20
Withdrew: 10 Screened Out: 14

CERTIFIED TO BE CORRECT: Dr. Rebecca Lee DATE: October 2, 2025

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Request for Hearing in a Disciplinary Matter –
Employee ID # E00526535

PAGE: 6-23

Date: October 2, 2025

Reason for Consideration: Restricted Action

Personnel Commission Rule 11.5. is an Appeal of Disciplinary Action:

11.5.B – “An appeal shall be presented to the Personnel Commission at the next regularly scheduled meeting. The Commission shall coordinate the hearing of said charges within a reasonable length of time from the receipt of the appeal. The investigation and hearing shall be confined to the reasons for action as charged by the Board of Education or its assignee and the relevant defenses set forth in the appeal and answer.”

Enclosed for the consideration of the Commission is an appeal filed by a permanent employee from the classified service by the Board of Education in accordance with the rules, and related material.

It is recommended the Commission consider the appeal and act as it deems appropriate.

Because of the sensitive nature of the reference material, distribution has been limited to the Personnel Commission and other Personnel staff with a need to know.