

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

MINUTES  
Regular Meeting

October 16, 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, October 16, 2025 at 8:19 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; Oralía Leyva, Certification Services Manager; Monica Gaytan, \*Interim Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Joanna Guzman, Employment Services Supervisor; Mari Rojas, Employment Services Supervisor; Yessika Aguirre, Human Resources Technician; Judith Beauchamp, Human Resources Technician; Wendy Bell, Human Resources Technician; Veronica Bustamante, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Warren Hornberger, Human Resources Technician; Elizabeth Morales-Torres, Human Resources Technician and Silaue Tauleifi, 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 Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of October 2, 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 the Personnel Commission held its first of several bi-weekly all staff meetings, designed to bring the full team together to collaborate on goals and foster a unified, collaborative environment. She explained that this effort follows the recent "Change of Leadership" workshop facilitated by external consultant Eve Gordon. As part of the workshop, 69 respondents, including site administrators, District staff, and Personnel

Commission employees, completed a survey providing feedback and recommendations on departmental goals and opportunities to enhance services. Ten Personnel Commission staff members attended the workshop, along with representatives from the Information Technology Department and the Association of Long Beach Education Managers (ALBEM). The group identified several short and long-term goals. Dr. Lee stated that Personnel Commission staff will continue to meet regularly to develop strategies to address these goals, and she will report on progress and new initiatives during future Executive Officer reports.

Dr. Lee also announced that the Long Beach College and Career Expo will take place on Tuesday, October 21, from 3:00 to 8:00 p.m. at the Long Beach Arena. Shuttles will be available from Cabrillo, Jordan, Lakewood, Millikan, Polytechnic, and Wilson High Schools at various times throughout the afternoon and evening. The Personnel Commission will staff an informational booth to promote employment opportunities within the District and raise awareness of the upcoming Personnel Commission Job Fair on October 24.

Maria Lynn Alvarez, Personnel Analyst, stated that 45 recruitments are currently in progress. She shared that several additional recruitments are set to open by the end of the week or early next week, including Senior Food Production Utility Worker, Senior Accounting Assistant, HVAC Technician, Maintenance Team Lead, and Custodian. She noted that several eligibility lists have been recently exhausted due to successful promotions and appointments, making it necessary to reopen some recruitments to ensure continued coverage for key classifications. Ms. Alvarez also reported that Personnel Commission staff will visit the Long Beach School for Adults' new location today to assist students enrolled in the Building Maintenance Worker class with job applications and to present an informational workshop on employment opportunities within LBUSD. She emphasized the importance of these visits in helping participants understand career pathways available to classified employees and supporting the District's workforce pipeline. She also highlighted a recent Application Workshop conducted in collaboration with Employee Relations and CSEA's Professional Development team. The workshop was designed to help classified employees strengthen their applications and better understand the selection process.

Ms. Alvarez announced that the Personnel Commission will host a focused Job Fair for Instructional Aides and Expanded Learning positions on October 24. She expressed appreciation to the Recruitment, Testing, and Certification teams for their collaboration in preparing for the event, noting that interviews have already been scheduled in advance. She recognized Judy Beauchamp, Human Resource Technician, for her dedicated work supporting the Instructional Aide–Special classification. The goal is to provide same-day hiring opportunities for qualified candidates.

Virginia Agredano Perez, Senior Administrative Secretary, shared her experience attending the Harvest Your Future Job Fair, noting that the Personnel Commission received a certificate of appreciation for participation. She read a portion of a letter from the event organizers, which expressed gratitude for the Commission's efforts to connect with job seekers, share opportunities, and empower individuals in the community to pursue career goals. Ms. Agredano Perez described the event as one of her favorite job fairs, citing the enthusiasm and appreciation of attendees, as well as the strong community presence and supportive environment. The fair featured employment resources, and clothing donations to assist participants in preparing for job interviews.

Oralia Leyva, Certification Manager, presented personnel actions from the October 7, 2025, Board of Education meeting. Probationary appointments included classifications such as Accounting Technician, Administrative Secretary, Production Center Supervisor, Senior

Accounting Assistant, and Speech Language Pathology Assistant. Additionally, 33 substitute appointments were approved in classifications including Child Care Worker, Custodian, Intermediate Office Assistant, Nutrition Services Worker, and Recreation Aide. Twenty-seven exempt appointments were also processed for classifications such as Cafeteria Student Assistant, Student Stage Assistant, Student Store Assistant, Student Tutor, and 13 coaching appointments for Arts Walk-On Coaches and Athletic Coaches.

Ms. Leyva expressed appreciation to the Certification staff for their dedication and teamwork, noting that Silaue Taeleifi, Human Resources Technician and Elizabeth Morales-Torres, Human Resource Technician, are currently supporting the substitute desk until the arrival of the new Jazmin Salgado who will be transferring into that role.

#### CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Emergency Preparedness Program Supervisor
2. **RATIFY** job announcement bulletin for Head Start Instructional Aide - Bilingual Spanish
3. **RATIFY** job announcement bulletin for Instructional Aide - Expanded Learning (Catalina Island)
4. **RATIFY** job announcement bulletin for Nutrition Services Assistant Director
5. **RATIFY** job announcement bulletin for Nutrition Services Worker (Catalina Island)
6. **RATIFY** job announcement bulletin for Senior Nutrition Services Worker (Catalina Island)
7. **APPROVE** the certification of Contract Analyst eligibility list 25-0248-0624 established 10/6/2025
8. **APPROVE** the certification of Contract Analyst \*Revised eligibility list 25-0248-0624 established 10/6/2025
9. **APPROVE** the certification of Facilities Project Manager - Construction eligibility list 26-0018-5189 established 10/16/2025
10. **APPROVE** the certification of Facilities Project Manager - Planning eligibility list 26-0008-5190 established 10/15/2025
11. **APPROVE** the certification of Food Production Equipment Technician eligibility list 25-0212-0476 established 10/8/2025
12. **APPROVE** the certification of Head Start Instructional Aide - BL Spanish eligibility list 26-0035-5235 established 10/15/2025
13. **APPROVE** the certification of Instructional Aide - Special eligibility list 26-0056-0448 established 10/9/2025
14. **APPROVE** the certification of Instructional Aide - Special eligibility list 26-0059-0448 established 10/13/2025
15. **APPROVE** the certification of Pool Lifeguard eligibility list 25-0246-5327 established 10/6/2025

16. **APPROVE** the certification of Purchasing and Contracts Director eligibility list 26-0012-0767 established 10/10/2025
17. **APPROVE** the certification of Recreation Aide eligibility list 26-0066-5255 established 10/8/2025
18. **APPROVE** the certification of Recreation Aide eligibility list 26-0081-5255 established 10/16/2025
19. **APPROVE** the certification of Recreation Aide - Expanded Learning eligibility list 26-0065-5317 established 10/14/2025
20. **APPROVE** the certification of Translator-Interpreter BL - Spanish eligibility list 26-0006-5079 established 10/15/2025

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 1-6 approve items 7-20.

| <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. <b>DISCUSS</b> the following: Revision to the Rules and Regulations of the Classified Service, Chapter 11 DISCIPLINARY ACTIONS, APPEALS, AND HEARINGS (First Reading)                                         |
| OTHER ITEMS          | Dr. Lee acknowledged the recent passing of staff member Judith Alonso's mother, and requested the Commission adjourn today's meeting in her memory.                                                              |
| NEXT REGULAR MEETING | The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 30, 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 8:41 a.m.                                                                                                                                                |
| OPEN SESSION         | The Personnel Commission returned to open session at 9:02 a.m. with no reportable actions.                                                                                                                       |
| ADJOURNMENT          | The Regular Meeting of the Personnel Commission was declared adjourned at 9:03 a.m.                                                                                                                              |