

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

MINUTES
Regular Meeting

December 11, 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, December 11, 2025 at 8:17 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California. Member Sheryl Bender participated from a remote location, at the Hyatt at Northstar Lodge, 970 Northstar Drive, Truckee, CA 96161.

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 Alvarez, Personnel Analyst; Susan Leaming, Personnel Analyst; Oralia Leyva, Certification Services Manager; Andrea Fonseca, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Virginia Agredano Perez, Senior Administrative Secretary; Yessika Aguirre, Human Resources Technician; Judy Alonso, Human Resources Technician; Judy Beauchamp, Human Resources Technician; Wendy Bell, Human Resources Technician; Veronica Bustamante, Human Resources Technician; Monica Gaytan, Human Resources Technician; Warren Hornberger, Human Resources Technician; Elizabeth Morales-Torres, Human Resources Technician; Jazmin Salgado, Human Resources Technician; and Silaue Taeleifi, Human Resources Technician.

GUESTS PRESENT

Tai Felder, CSEA Chapter 2 1st Vice President.

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 November 13, 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, reported on recent District developments affecting classified staff. Dr. Lee shared that on December 5, 2025, the District announced the closure of Hoover Middle School at the conclusion of the 2025–2026 school year. Following the announcement, Dr. Lee and Oralia Leyva, Certification Services Manager, met with classified employees at the site to address questions, outline anticipated processes, and provide

guidance regarding employee rights and available supports. Dr. Lee also reported attending an all-principals meeting on December 3, where budget impacts and potential staffing allocation changes were discussed. A presentation was provided outlining classified staffing adjustment procedures, timelines, and vacancy authorization expectations as budget reductions continue to be evaluated.

Dr. Lee further reported on the implementation of Senate Bill 848, effective January 1, 2026. The legislation expands misconduct disclosure and reporting requirements for both classified and certificated employees. Applicants will be required to disclose all prior employment with educational institutions, and the District must contact previous employers to determine whether applicants were subject to credible complaints, substantiated investigations, disciplinary action, or resignation during a pending investigation. Dr. Lee noted that compliance will require revisions to employment applications, expanded disclosure and consent forms, and additional pre-employment verification steps. She stated that the Personnel Commission will collaborate with Human Resource Services and legal counsel to implement these changes, which will increase workload and impact timelines as new procedures are established.

Andrea Fonseca, Associate Personnel Analyst, reported that Recruitment and Testing currently has 31 active recruitments, with 15 accepting applications and 16 in the testing phase. Ms. Fonseca also shared that Veronica Bustamante, Human Resources Technician, was featured in the LBUSD Employee Spotlight in the School Bulletin, recognizing her more than 12 years of service to the District and her commitment to professionalism, equity, and customer service.

Mari Rojas, Employment Services Supervisor, reported on personnel actions from the November 19 and December 10 Board of Education meetings. A total of 82 probationary appointments were approved in classifications including Purchasing and Contracts Director, Small Engine Mechanic, Campus Staff Assistant, School Safety Officer, and Recreation Aide. Additionally, 54 substitute appointments were approved in classifications including Custodian, Groundskeeper, and Nutrition Services Worker. Ms. Rojas also reported that 70 exempt assignments were processed for student workers and coaches. She expressed appreciation to staff for their continued teamwork and diligence in processing appointments efficiently.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Accounting Manager
2. **RATIFY** job announcement bulletin for Campus Staff Assistant
3. **RATIFY** job announcement bulletin for Expanded Learning Supervisor
4. **RATIFY** job announcement bulletin for Food Production Equipment Supervisor
5. **RATIFY** job announcement bulletin for Health Assistant (Catalina Island)
6. **RATIFY** job announcement bulletin for Information Security Officer
7. **RATIFY** job announcement bulletin for Maintenance Materials Storekeeper
8. **RATIFY** job announcement bulletin for Maintenance Team Lead *Revised
9. **RATIFY** job announcement bulletin for Nutrition Services Worker

10. **RATIFY** job announcement bulletin for Senior Health Assistant
11. **RATIFY** job announcement bulletin for Stage Technician
12. **APPROVE** the certification of Carpenter eligibility list 26-0037-0114 established 12/10/2025
13. **APPROVE** the certification of Elementary School Office Supervisor eligibility list 26-0021-3345 established 11/24/2025
14. **APPROVE** the certification of Emergency Preparedness Program Supervisor eligibility list 26-0072-5010 established 12/1/2025
15. **APPROVE** the certification of Head Start Family Services Liaison - Bilingual Spanish eligibility list 26-0036-5233 established 12/1/2025
16. **APPROVE** the certification of Heavy Truck Driver eligibility list 26-0014-0187 established 11/17/2025
17. **APPROVE** the certification of High School Office Supervisor *Revised eligibility list 26-0028-3349 established 11/7/2025
18. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 26-0107-5319 established 11/26/2025
19. **APPROVE** the certification of Instructional Aide - Expanded Learning eligibility list 26-0115-5319 established 12/12/2025
20. **APPROVE** the certification of Instructional Aide - Expanded Learning (Catalina Island) eligibility list 26-0111-5319 established 12/3/2025
21. **APPROVE** the certification of Lead Campus Staff Assistant eligibility list 26-0069-5344 established 11/21/2025
22. **APPROVE** the certification of Middle School Office Supervisor eligibility list 26-0022-3357 established 11/24/2025
23. **APPROVE** the certification of Nutrition Services Worker eligibility list 26-0094-5068 established 11/21/2025
24. **APPROVE** the certification of Nutrition Services Worker (Catalina Island) eligibility list 26-0082-5068 established 12/4/2025
25. **APPROVE** the certification of Recreation Aide eligibility list 26-0090-5255 established 12/12/2025
26. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 26-0104-5255 established 12/12/2025
27. **APPROVE** the certification of Recreation Aide Expanded Learning eligibility list 26-0105-5317 established 12/12/2025

28. **APPROVE** the certification of School Safety Officer eligibility list 26-0039-5014 established 12/12/2025
29. **APPROVE** the certification of Senior Health Assistant eligibility list 26-0091-5174 established 12/10/2025
30. **APPROVE** the certification of Senior Nutrition Services Worker (Catalina Island) eligibility list 26-0108-5071 established 12/4/2025
31. **APPROVE** the certification of Van Driver (Catalina Island) eligibility list 25-0240-5280 established 12/5/2025

A motion was made by Terence Ulaszewski, and seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-11 and approve items 12-31 with a correction to item 29.

<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 Reclassification of Employee ID #E00630352 from the Classification of Intermediate Office Assistant to the Classification of Staff Secretary

A motion was made by Terence Ulaszewski, and seconded by Sheryl Bender, and 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 Reclassification of Employee ID #E00389024 from the Classification of Personnel Analyst to the Classification of Senior Personnel Analyst

A motion was made by Sheryl Bender, and seconded by Terence Ulaszewski, and 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 Reclassification of Employee ID #E00381963 from the Classification of Personnel Analyst to the Classification of Senior Personnel Analyst

A motion was made by Terence Ulaszewski, and seconded by Sheryl Bender, and 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		

4. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID E45815820

New Business Item 4 was moved into closed session.

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, January 8, 2026 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 8:38 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:01 a.m. with the following reportable action:

1. **APPROVE** the Recommendation to Remove from Eligibility Lists - Applicant ID E45815820

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender and the motion was carried with a unanimous roll-call vote of those present to sustain staff's recommendation to remove Applicant E45815820 from current eligibility lists.

<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 9:03 a.m.