

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

MINUTES
Regular Meeting

December 7, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, December 7, 2023 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 Vice-Chairperson, Terence Ulaszewski.

ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski

STAFF MEMBERS PRESENT

Susan Leaming, Interim Executive Officer; Maria Braunstein, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Oralia Leyva, Employment Services Supervisor; Ashleigh Fernando, Interim Senior Administrative Secretary; Anne Follett, Human Resources Technician; Jazmin Salgado, Human Resources Technician; Joanna Guzman, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Kellyanna Miller, CSEA Chapter 2 Administrator; and Lord Galayo, CSEA Chapter 2 Communications Officer.

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 November 16, 2023.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM EXECUTIVE OFFICER

Susan Leaming, Interim Executive Officer, presented the Commissioners with new classified salary schedules and booklets and thanked Natalie Williams, Senior Reprographics Technician, for her assistance producing them. Ms. Leaming mentioned the California minimum wage will increase to \$16.00 effective January 1, 2024. Ms. Leaming stated that the Teachers Association of Long Beach (TALB) started negotiations last month and the next session is scheduled for Monday, December 18, 2023. Lastly, Ms. Leaming informed the Commission of the recent passing of Daniel Ewaskey, former CSEA Unit B Vice President and retired Painter, and requested the Commission adjourn today's meeting in his honor.

Maria Braunstein, Personnel Analyst, informed the Commission there are currently 41 recruitments in progress and 10 pending. Ms. Braunstein shared there has been an increase in employment applications submitted in recent months, and this increase has impacted the work of staff screening applications, sending out notices, and following up with candidates to submit necessary documents. Ms. Braunstein also discussed how changes to a classification can directly impact recruitment activities and provided the classification of District Security Officer as an example. Recently, the District Security Officer classification entrance qualifications were modified, and the subsequent recruitment yielded a larger-than-usual candidate pool. Lastly, Ms. Braunstein notified the Commission of several internal staff movements and mentioned that Margarita Paiz, Staff Secretary BL in the Equity, Engagement and Partnerships office, has promoted into the vacant Human Resources Technician position in Recruitment and Testing effective December 12, 2023.

Jesus Rios Jr., Certification Services Manager, reported that at the last Board of Education meeting, there were a total of 83 appointments, 52 classified permanent and 31 substitute positions were filled. Mr. Rios Jr., mentioned that preparations are already underway for the release of the classified summer school application. Mr. Rios Jr., stated that he recently received feedback from an Expanded Learning Opportunities Program (ELO-P) administrator regarding the great work Jazmin Salgado, Human Resources Technician, is doing to fill ELO-P vacancies.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Assistant Maintenance Director
2. **RATIFY** job announcement bulletin for Business Services Analyst
3. **RATIFY** job announcement bulletin for District Security Officer
4. **RATIFY** job announcement bulletin for Food Production Equipment Technician
5. **RATIFY** job announcement bulletin for Human Resource Services Operations Manager
6. **RATIFY** job announcement bulletin for Instructional Aide – Expanded Learning (Catalina Island)
7. **RATIFY** job announcement bulletin for Nutrition Services Operations Coordinator
8. **RATIFY** job announcement bulletin for Nutrition Services Worker – Catalina Island
9. **RATIFY** job announcement bulletin for Pest Control Technician
10. **APPROVE** the certification of Associate Analyst – Human Resource Services eligibility list 24-0074-3298 established 11/27/2023
11. **APPROVE** the certification of Custodian eligibility list 24-0106-0139 established 11/22/2023
12. **APPROVE** the certification of Cyber Security Manager eligibility list 24-0132-5310 established 12/05/2023

13. **APPROVE** the certification of District Security Officer eligibility list 24-0109-5202 established 12/07/2023
14. **APPROVE** the certification of Instructional Aide – Expanded Learning eligibility list 24-0105-5319 established 11/29/2023
15. **APPROVE** the certification of Instructional Aide – Expanded Learning eligibility list 24-0124-5319 established 11/28/2023
16. **APPROVE** the certification of Instructional Aide – Expanded Learning eligibility list 24-0128-5319 established 12/04/2023
17. **APPROVE** the certification of Instructional Aide – Special eligibility list 24-0131-0448 established 12/01/2023
18. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0129-5068 established 11/29/2023
19. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0133-5068 established 11/29/2023
20. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0134-5068 established 12/01/2023
21. **APPROVE** the certification of Recreation Aide eligibility list 24-0139-5255 established 11/28/2023
22. **APPROVE** the certification of Recreation Aide eligibility list 24-0143-5255 established 12/08/2023
23. **APPROVE** the certification of School Safety Officer eligibility list 24-0110-5014 established 12/06/2023
24. **APPROVE** the certification of Student Evaluation Technician – BL Spanish eligibility list 24-0043 established 12/08/2023
25. **APPROVE** the certification of Student Financial Technician – Avalon eligibility list 24-0114-0763 established 12/01/2023
26. **APPROVE** the certification of Van Driver (Catalina Island) eligibility list 24-0082-5280 established 11/20/2023

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 1-9 and approve items 10-26.

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

OLD BUSINESS	None
NEW BUSINESS	None
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, December 21, 2023 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 8:23 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:03 a.m. with no reportable actions.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned 9:04 a.m. in memory of Daniel Ewaskey, former CSEA Unit B Vice President and retired Painter.