

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

MINUTES

Regular Meeting

October 11, 2018

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 11, 2018 at 8:18 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 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

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Dale Culton, Certification Services Manager; Mary Cates, Human Resources Supervisor; Susan Brister, Human Resources Technician.

GUESTS

Valeeta Pharr, CSEA Chapter 2 President and James Kruse, CSEA Vice President Unit A.

MINUTES OF REGULAR  
MEETING APPROVED

A motion was made by Ms. Bender, seconded by Mr. Ulaszewski, and the motion carried to approve the minutes of the Regular Meeting of September 27, 2018.

<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

Kenneth Kato, Executive Officer, informed the Commission that correspondence was received from a classified employee requesting an item regarding their employment be agendaized for discussion, however, the individual recinded the request this morning.

PUBLIC HEARD

None

REPORT FROM  
EXECUTIVE OFFICER

Ken Kato, Executive Officer, informed the Commission that on Friday, October 5, he assisted monitoring students at Jefferson Leadership Academies during dismissal as several schools in the area were dismissing students at the same time. These students are currently located at the former Butler K-8 campus during Measure E renovations at Jefferson.

Mr. Kato also informed the Commssion that he attended the Confidential and Supervising Secretaries Association (CASSA) meeting with the Superintendent on October 4, 2018 and addressed their questions.

Mary Cates, Human Resources Supervisor, reported on payroll activities related to the start of the school year and the movement of Instructional Aide – Special positions.

Dale Culton, Certification Services Manager, discussed the recent reemployment of several individuals from current reemployment lists.

Maria Braunstein, Personnel Analyst, provided the Commission an overview of ongoing Recruitment and Testing activities.

Susan Leaming, Personnel Analyst, informed the Commission that two sessions of CPR/First Aid for classified staff will be held on Friday, October 12, 2018 at the Teacher Resource Center (TRC).

#### CONSENT AGENDA

A motion was made by Mr. Ulaszewski, seconded by Ms. Bender, and the motion carried to approve Consent Agenda items 1-8.

1. **RATIFY** job announcement bulletin for Nutrition Services Director
2. **APPROVE** the certification of Student Store Lead 19-0011-5182 eligibility list established October 4, 2018
3. **APPROVE** the certification of Student Evaluation Technician-BL Spanish 19-0001-0483 eligibility list established October 4, 2018
4. **APPROVE** the certification of Instructional Aide Special 19-0018-0448 eligibility list established October 4, 2018
5. **APPROVE** the certification of Nutrition Services Worker 18-0082-5068 eligibility list established October 4, 2018
6. **APPROVE** the certification of Nutrition Services Manager 19-0022-5061 eligibility list established October 4, 2018
7. **APPROVE** the certification of Educare Family Support Specialist 18-0097-5203 eligibility list established October 11, 2018
8. **APPROVE** the certification of Educare Family Support Specialist – BL Spanish 18-0098-5204 eligibility list established October 11, 2018

<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

**APPROVE** the following:

1. Revisions to the Rules and Regulations of the Classified Service, Chapter 1 (Second Reading)

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

A motion was made by Mr. Ulaszewski, seconded by Ms. Bender, and the motion carried to approve Old Business item 1.

## NEW BUSINESS

None

## OTHER ITEMS

None

## NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 25, 2018 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

## CLOSED SESSION

The Personnel Commission retired into closed session at 8:28 a.m.

## OPEN SESSION

The Personnel Commission returned to open session at 9:24 a.m. and no reportable actions were taken.

## ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:25 a.m. with the consent of the members.