

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

MINUTES

Regular Meeting

June 21, 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, June 21, 2018 at 8:16 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: Linda Vaughan
Terence Ulaszewski

STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Mary Cates, Human Resources Supervisor; Lissa Kukahiko, Senior Administrative Secretary; and Susan Brister, Human Resources Technician.

GUESTS

Valeeta Pharr, CSEA Chapter 2 President; Anita Coley; and James Anderson.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried to approve the minutes of the Regular Meeting of June 7, 2018.

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

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that the school year has ended at the Monroe site and facility arrangements are being made in preparation for the 2018-2019 school year.

Mr. Kato reported that the Board of Education recognized Everardo Avila, Pest Control Technician, as the LBUSD Classified Employee of the Year at their meeting on June 20, 2018.

Maria Braunstein, Personnel Analyst, reported on recruitment and testing activities. Ms. Braunstein thanked Marilyn Balmer, retired Personnel Analyst, the recruitment and testing staff, and Andrea Armas, Human Resources Assistant, for all of their hard work.

Mary Cates, Human Resources Supervisor, reported 863 applications were submitted for summer assignments and 590 employees were placed. Staff continues to place employees through tomorrow. Ms. Cates reported summer school/ESY programs will run from 6/25/2018 – 7/27/2018 for high school and 7/2/2018 – 7/27/2018 for all other sites.

CONSENT AGENDA

Following discussion, a motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to approve Consent Agenda items 1-9.

1. **RATIFY** job announcement bulletin for ASB Financial Technician
2. **RATIFY** job announcement bulletin for Kids' Club Assistant
3. **RATIFY** job announcement bulletin for Kids' Club Lead Assistant
4. **RATIFY** job announcement bulletin for Nutrition Services Worker
5. **APPROVE** the certification of Accountant 18-0102-0358 eligibility list established June 13, 2018
6. **APPROVE** the certification of Instructional Aide-Educare 18-0099-5205 eligibility list established June 13, 2018
7. **APPROVE** the certification of Instructional Aide-Educare BL Khmer 18-0101-5207 eligibility list established June 13, 2018
8. **APPROVE** the certification of Instructional Aide-Educare BL Spanish 18-0100-5206 eligibility list established June 13, 2018
9. **APPROVE** the certification of Senior Systems Analyst 18-0096-5120 eligibility list established June 11, 2018

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

OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the following:
Abolish the classification of the Administrative Dietitian

Following discussion, a motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion 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>
Linda Vaughan	X		
Terence Ulaszewski	X		

The Commission moved New Business Items 2 through 6 to Closed Session.

2. **APPEAL** of a Disqualified Applicant ID 14256689
3. **APPEAL** of a Disqualified Applicant ID 36059432
4. **APPROVE** the recommendation to Remove from Eligibility List Applicant ID 27569198
5. **APPROVE** the recommendation to Remove from Eligibility List Applicant ID 33917358
6. **APPROVE** the request for Hearing in Disciplinary Matter Employee E00377623

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 5, 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 8:35 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:41 a.m. The following reportable actions were taken:

2. A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to **DENY** the appeal of the Disqualified Applicant ID 14256689.

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

3. A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to **DENY** the appeal of the Disqualified Applicant ID 36059432.

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

4. A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to **GRANT** the appeal of ID 27569198 and instructed the Personnel Commission Executive Officer to notify him of this decision.

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

5. A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to **APPROVE** the recommendation to remove from eligibility list ID 33917358

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

6. A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to **APPROVE** the request for Hearing in Disciplinary Matter of appellant E00377623.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:43 a.m. with the consent of the members.