

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

MINUTES  
Regular Meeting

April 30, 2015

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Vice-Chairperson, on Thursday, April 30, 2015 at 8:15 a.m. in B Building, 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:	Terence Ulaszewski
	Linda Vaughan
Absent:	Stacey Lewis

MINUTES OF REGULAR  
MEETING APPROVED

A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried unanimously, to approve the minutes of the Regular Meeting of April 16, 2015.

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

RECEIVE  
CORRESPONDENCE

None

PUBLIC HEARD

No public comments were heard.

REPORT FROM INTERIM  
EXECUTIVE OFFICER

Ms. Heineke reported, planning for the Open House of the Personnel Commission and Child Development Center offices has been scheduled to begin following the Personnel Commission meeting on May 14<sup>th</sup>. A committee is in the process of being assembled to plan the event.

Dale Culton, Certification Services Manager, reported the Board of Education on May 5<sup>th</sup>, will take action on the abolishment of 12 positions and reduction of 10 positions. Following the Board's action staff will prepare seniority lists and notify each individual of their rights. At this time we are unable to determine how many employees may be displaced. Additionally, Mr. Culton reported, 115 new employees were approved on the April 21<sup>st</sup> Board of Education agenda. This included 63 probationary, 49 substitute and 3 provisional employees.

Mary Cates, Human Resources Supervisor, reported on the number of summer school applications received and the assignments available. Ms. Cates and staff are currently working on finalizing the seniority lists. A discussion followed on why supervisors are allowed to work non-supervisory summer assignments. Mr. Culton read the contract which states, "Vacancies due to summer vacation, intersession, or recess and other short-term summer or intersession positions

shall be filled by appointments made from appropriate special lists of all eligible classified employees...”

Susan Leaming, Personnel Analyst, reported 150 Classified employees are registered to attend the May 11<sup>th</sup>, CalPERS Retirement Planning workshop. The two sessions of the workshop will be held in the auditorium of the Personnel Commission office location.

Marilyn Balmer, Personnel Analyst, reported on current recruitment activities including examinations taking place and upcoming recruitments. Additionally, Ms. Balmer said staff is looking forward to using the cafeteria to test groups of up to 100 individuals at a time.

## CONSENT AGENDA

A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to ratify and approve the consent agenda items.

1. **RATIFY** job announcement bulletin for Plant Supervisor II
2. **RATIFY** job announcement bulletin for School Safety Operations Supervisor
3. **RATIFY** job announcement bulletin for Technology Support Representative
4. **APPROVE** the certification of Building Maintenance Worker eligibility list established April 30, 2015
5. **APPROVE** the certification of Building Maintenance Worker/Driver eligibility list established April 30, 2015
6. **APPROVE** the certification of Child Nutrition Specialist eligibility list established April 24, 2015
7. **APPROVE** the certification of Custodian eligibility list established May 1, 2015
8. **APPROVE** the certification of Executive Director – Fiscal Services eligibility list established April 27, 2015
9. **APPROVE** the certification of Instructional Aide - Special eligibility list established April 20, 2015
10. **APPROVE** the certification of Instructional Aide - Special eligibility list established April 20, 2015
11. **APPROVE** the certification of Intermediate Payroll Accounting Technician eligibility list established April 15, 2015
12. **APPROVE** the certification of Nutrition Services Supervisor I eligibility list established April 24, 2015
13. **APPROVE** the certification of Nutrition Services Worker (Avalon) eligibility list established May 1, 2015
14. **APPROVE** the certification of Plumber eligibility list established April 27, 2015
15. **APPROVE** the certification of Senior Payroll Accounting Technician eligibility list established April 22, 2015

OLD BUSINESS	<p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the Public Hearing date of May 14, 2015, for the proposed Personnel Commission Budget for 2015-2016. The hearing will be held at 4400 Ladoga Avenue, Lakewood, CA.</p>
NEW BUSINESS	<p>The Commission moved items 1 - 5 of New Business to Closed Session.</p> <ol style="list-style-type: none"> <li>1. APPROVE the recommendation to remove from eligibility list ID 18220949</li> <li>2. APPROVE the recommendation to remove from eligibility list ID 1614463</li> <li>3. APPROVE the recommendation to remove from eligibility list ID 18123018</li> <li>4. APPROVE the recommendation to remove from eligibility list ID 17884117</li> <li>5. APPROVE the recommendation to remove from eligibility list ID 22627170</li> </ol>
OTHER ITEMS	<p>Valeeta Pharr, CSEA Chapter 2 President, gave an update on negotiations and announced a tentative agreement has been reached with the District. CSEA members will have an opportunity to vote on the tentative agreement on May 20<sup>th</sup>. If the contract is approved by the members it will go on the May 26, Board of Education Agenda. If the agreement is approved and ratified, CSEA members should receive the 5% retroactive pay agreed upon on or about June 12, 2015.</p>
NEXT REGULAR MEETING	<p>The next Regular Meeting of the Personnel Commission will be May 14, 2015, at 8:15 a.m. in B Building, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.</p>
CLOSED SESSION	<p>The Personnel Commission retired into closed session at 8:47 a.m. to consider Old Business Item 1.</p>
OPEN SESSION	<p>The Personnel Commission returned to open session at 8:56 a.m. The following reportable actions were taken:</p> <p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the recommendation to remove from eligibility list ID# 18220949, but determined this would not be a permanent bar from future employment with the District and would allow the candidate to reapply after August 2018.</p> <p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the recommendation to remove from eligibility list ID# 1614463.</p> <p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the recommendation to remove from eligibility list ID# 18123018.</p> <p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the recommendation to remove from eligibility list ID# 17884117.</p> <p>A motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to <b>APPROVE</b> the recommendation to remove from eligibility list ID# 22627170, but determined this would not be a permanent bar from future employment with the District and would allow the candidate to reapply after June 2017.</p>

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:58 a.m. with the consent of the members.

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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Linda Vaughan, Vice-Chairperson

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Patricia Heineke, Interim Executive Officer