



## PERSONNEL COMMISSION

PLEASE POST

### MEETING AGENDA

Testing Room  
Personnel Commission Office  
999 Atlantic Avenue, Third Floor  
Long Beach, California

March 18, 2010  
THURSDAY  
8:15 A.M.

1. CALL TO ORDER
2. ROLL
  1. Terry Ulaszewski, Chairperson Present \_\_\_\_\_
  2. Chuck Acosta, Vice-chairperson Present \_\_\_\_\_
  3. Vera Mulkey, Member Present \_\_\_\_\_
3. PRELIMINARY
  - 3.1 Pledge of Allegiance to the Flag
  - 3.2 Introduction of Guests
4. HEARING OF PUBLIC TESTIMONY AND QUESTIONS FROM THE FLOOR ON ITEMS NOT LISTED ON AGENDA
5. REPORT FROM THE EXECUTIVE OFFICER
6. HEARINGS  
None
7. MINUTES
  - 7.1 Approval of Minutes for March 4, 2010 Action
8. ITEMS FOR DISCUSSION AND/OR ACTION
  - 8.1 Classification/Restructure Recommendations per Education Code 45246
    - A. Records Office and Related Classifications Action
    - B. Nutrition Services Supervisor Series Action
  - 8.2 Media Services Job Family Classification Study Discussion/Action
  - 8.3 Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7 and 4.2.A.9 Restricted Action
  - 8.4 Appeal of a Disqualified Applicant Restricted Action
9. BULLETINS AND TESTING ACTIONS
  - 9.1 Bulletins – Per Personnel Commission Rule 4.6.B Action
  - 9.2 Eligibility Lists – Per Personnel Commission Rule 5.1.A Restricted Action
10. Other Items
  - 10.1 Sponsorship of the Long Beach Education Foundation  
2010 Most Inspiring Students of the Long Beach Unified School District awards.
11. The next regular meeting of the Personnel Commission will be held on Thursday, April 1, 2010 at 8:15 a.m. in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, California.
12. CLOSED SESSION
  - 12.1 Evaluation of the Executive Officer
13. ADJOURNMENT

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Hearings

PAGE: 6.1

Date: March 18, 2010

Reason for  
Consideration: Action

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None

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for February 18, 2010

PAGE: 7.1.1 – 7.1.3

Date: March 18, 2010

Reason for  
Consideration: Action

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Testing Room  
Personnel Commission Office  
999 Atlantic Avenue  
Long Beach, California

Chairperson Terry Ulaszewski called the meeting of the Personnel Commission to order at 8:19 a.m. and led the pledge of allegiance.

COMMISSION MEMBERS PRESENT

Terry Ulaszewski, Chairperson  
Vera Mulkey, Member  
Charles Acosta, Member

STAFF MEMBERS PRESENT

Ramon Curiel, Executive Officer  
Lori Gamble, Sr. Administrative Secretary  
Dale Culton, Certification Services Manager  
Marilyn Balmer, Personnel Analyst  
Susan Leaming, Personnel Analyst  
Maria Lynn Braunstein, Assoc. Personnel Analyst  
Mary Cates, Human Resources Supervisor  
Adrianna Araujo-Honorio, Staff Secretary  
Judy Marshall, Human Resources Assistant  
Tammie Hirth, Human Resources Technician  
Shelley Scott, Human Resources Technician  
Susan Brister, Human Resources Technician

PRELIMINARY

Guests: Les Leahy, Business Services Administrator

HEARING OF PUBLIC TESTIMONY AND  
QUESTIONS FROM THE FLOOR ON  
ITEMS NOT LISTED ON THE AGENDA

None

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REPORT FROM THE EXECUTIVE OFFICER

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Mr. Curiel, reported to the Commissioners of the recent achievements as reported at the Board of Education Meeting March 2, recognizing high-achieving Middle Schools and K-8 Schools with the Pyramid Award. He noted that despite the critical financial crises, LBUSD schools continue to achieve award winning scores and recognition.

Mr. Curiel reported that the Board of Education acted to approve an additional \$1.2 million in budget cuts. Included in these cuts are three furlough days for managers and non-represented employees. The Board agreed that some employees already working less than 12 months, may only have two furlough days so as not to jeopardize their retirement service year. Details regarding the implementation of furloughs days will be forthcoming.

Mr. Curiel reported on the closure of DeMille Middle School. Vacancies are being held to accommodate any of the 23 classified staff affected by the closure.

Mr. Curiel notified the Commission that the Board of Education has moved the Board Workshop and meeting from March 15 and 16 to March 25.

Mr. Curiel said that the committees for the Classified Employee Celebration in May have been set up. Fund raising has also begun. The Classified Employee Celebration is funded entirely by contributions from the community. A specific date in May for the Celebration will be chosen after the March 12 Classified Employee Celebration committee meeting.

Mr. Curiel asked the Personnel Commission Division Heads to give a brief update of the Department's activities. The managers present gave individual reports to the Commission on the current projects of their units.

#### HEARINGS

HEARINGS

None

#### MINUTES

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The Commission approved the minutes of the February 18, 2010 Personnel Commission meeting.

#### BULLETINS

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Personnel Commission Rule 4.6.B.1, states that the Personnel Commission Executive Officer shall be responsible for issuing job announcement bulletins to publicize recruitment and examination processes. The Commission acted to ratify the following bulletins:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Nutrition Services Supervisor I, II, III	Dual Exam and Promotional	10-0087-5065 10-0087-5066
Nutrition Services Supervisor I	Dual Exam	10-0086-5064
Nutrition Services Worker	Open Continuous	10-0005-5068

### ELIGIBILITY LISTS

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Personnel Commission Rule 5.1.A, states that the Personnel Commission Executive Officer shall be responsible for establishing eligibility lists as a result of examination processes authorized by these rules. The Commission acted to certify the following eligibility lists:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Instructional Aide – Special	Open Continuous	10-0071-0448
Instructional Aide – Special Substitute	Open Continuous	10-SUBS-0448
Instructional Assistant Intensive Behavioral Treatment	Open Continuous	01-0068-5035
Intermediate Office Assistant – Bilingual Spanish	<i>Amended</i> Promotional	10-0047-5050
Intermediate Office Assistant – Schools Bilingual Spanish	<i>Amended</i> Promotional	10-0047-5050
Senior Office Assistant	<i>Amended</i> Promotional	10-0032-0677
Senior Office Assistant – Schools	<i>Amended</i> Promotional	10-0033-3363

### OTHER ITEMS

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None

### CLOSED SESSION

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The Personnel Commission adjourned to Closed Session at 8:50 a.m. to discuss the evaluation of the Executive Officer.

### RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 9:48 a.m. There were no reportable actions taken during Closed Session.

### NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, March 18, 2010 at 8:15 a.m. at 999 Atlantic Avenue, Third Floor, Long Beach, California.

### ADJOURNMENT

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There being no further business, Chairperson Ulaszewski adjourned the meeting at 9:51 a.m.

Respectfully submitted,  
/s/  
Ramon Curiel, Executive Officer

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