

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Ave.
Lakewood, California 90713

And

531 E Lionshead Circle #204
Vail, CO 86157

REGULAR MEETING AGENDA

Regular Meeting
February 9, 2023

8:15 a.m.

ADDENDUM
PAGE NO.

I. GENERAL COMMUNICATION FUNCTIONS

Pursuant to Government Code section 54954.3, section (b)(1) and Chaffee vs. San Francisco Public Library Commission (2005) 134 Cal App 4th 109, each speaker will be provided up to three (3) minutes to make their comments on an agenda item. You will be provided a one-minute and thirty second warning before your time to speak is up.

1. Call to order
2. Renewal of Pledge of Allegiance to the Flag of the United States of America
3. Roll
4. **APPROVE** the Minutes of the Regular Meeting of January 26, 2023 1-4
5. **RECEIVE** correspondence and refer it to proper order of Business or to the Executive Officer, Personnel Commission for processing
6. **HEAR** public on items not listed on the agenda
7. **HEAR** report from the Executive Officer

II. CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant 5-6
2. **RATIFY** job announcement bulletin for Instructional Aide – Special 7-8
3. **APPROVE** the certification of District Security Officer eligibility list 23-0175-5202 established 02/10/2023 9
4. **APPROVE** the certification of Food Production Utility Worker eligibility list 23-0138-0477 established 02/03/2023 9
5. **APPROVE** the certification of High School Office Supervisor eligibility list 23-0149-3349 established 02/09/2023 9

6.	APPROVE the certification of Instructional Aide - Special eligibility list 23-0218-0448 established 02/08/2023	9
7.	APPROVE the certification of Instructional Assistant – School for Adults eligibility list 23-0145-0766 established 02/09/2023	9
8.	APPROVE the certification of Kids’ Club Lead Assistant eligibility list 23-0186-0515 established 02/09/2023	9
9.	APPROVE the certification of Recreation Aide eligibility list 23-0181-5255 established 02/08/2023	9
10.	APPROVE the certification of Recreation Aide – Kids’ Club eligibility list 23-0184-5257 established 02/07/2023	10
11.	APPROVE the certification of School Safety Officer eligibility list 23-0077-5014 established 02/03/2023	10
12.	APPROVE the certification of Senior Locksmith eligibility list 23-0177-5193 established 02/07/2023	10
III.	OLD BUSINESS None	
IV.	NEW BUSINESS	
1.	APPROVE the Recommendation to Remove from Eligibility List - Applicant ID 15783145	11-26
2.	APPROVE the Recommendation to Remove from Eligibility List - Applicant ID 52185112	27-40
V.	OTHER ITEMS None	
VI.	NEXT REGULAR MEETING February 23, 2023 at 8:15 a.m. at 4400 Ladoga Ave., Lakewood, CA 90713	
VII.	CLOSED SESSION	
1.	Public employee performance evaluation – Executive Officer, Personnel Commission and Classified Employment	
VIII.	ADJOURNMENT Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713. Persons requiring accommodation in order to view the agenda or participate in the meeting may make the request for accommodation to the Executive Officer, Personnel Commission at 562-435-5708 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a)).	

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

MINUTES
Regular Meeting

January 26, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, January 26, 2023 at 8:17 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 Chairperson, Linda Vaughan.

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

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

ROLL
STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Lydia Smith, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Joanna Guzman, Human Resources Technician and Alejandra Torres, Human Resources Technician.

GUESTS PRESENT

Val Faar

MINUTES OF
REGULAR MEETING
APPROVED

A motion was made by Terence Ulaszewski, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of January 26, 2023.

<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

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that the District is moving forward in a modernization project called Resource Planning Modernization (RPM) that will be replacing current systems such as LYNX, and the program kick-off meeting was held at the Educare site on Friday, January 13, 2023. Mr. Kato explained that Amy Van Fossen, Associate Personnel Analyst, is the subject matter expert from our office and the Personnel Commission kick-off meeting was held on January 19, 2023. Mr. Kato shared that the 2023 Annual California Schools Personnel Commissioners Association (CSPCA)

Conference was held January 22-24, 2023 in Long Beach. Mr. Kato reported that there were over 300 in attendance including Commissioner Bender, Commissioner Vaughan, Commissioner Ulaszewski, and eight (8) Personnel Commission employees attended staff development workshops. Mr. Kato mentioned that the quarterly Nutrition Services meeting was held with our recruitment and testing, and certification units to discuss any employment concerns.

Amy Van Fossen, Associate Personnel Analyst, reported there are 34 recruitments accepting applications, 16 in testing, with a total of 64 in the various examination and scoring stages. Ms. Van Fossen explained that Maria Braunstein, Personnel Analyst, is on Catalina Island with Lydia Tran, Associate Personnel Analyst, and Andrea Armas, Human Resources Technician, to recruit and give examinations for the specific site vacancies at Avalon. Ms. Van Fossen shared that she, the Human Resource Technicians, and an Analyst attended two (2) staff development workshops where valuable, beneficial and informative information was shared.

Jazmin Salgado, Human Resources Technician, shared her experience at the CSPCA conference workshops were very informative with the Los Angeles County of Education (LACOE) Personnel Commission had two (2) Analyst that presented some very helpful tools on panels and interviews.

Jesus Rios Jr., Certification Services Manager, thanked Mr. Kato and Oralia Leyva, Employment Services Supervisor, for all their assistance in his absence. Mr. Rios shared that at the last Board of Education meeting 60 permanent classified employees and 22 substitute probationary classified employees were appointed. Mr. Rios explained there were 144 exempt processing paperwork packets that were audited by our technicians and it represents the volume of work that staff continue to yield.

Mr. Rios explained there were two (2) group interview events held here for the Recreation Aide and Custodian vacancies at the Personnel Commission offices. Mr. Rios reported that the Recreation Aide event was offering both interview and hire, with some being processed. Mr. Rios thanked the Elementary Office for coordinating the nurse to be on site to conduct Tuberculosis (TB) testing. The Recreation Aide event resulted in 24 offers of appointment and 13 substitute offers. Mr. Rios shared the Custodian event yielded 19 offers to fill Custodian positions. Mr. Rios thanked all the staff for helping in the success of the events.

Mr. Rios shared summer school starting and applications will be due on March 17, 2023. Mr. Rios mentioned that the Personnel Commission office will be offering open computer lab times to assist the employees with the online application. Mr. Rios and Ms. Leyva will be meeting next week with the summer school committee.

Commissioner Ulaszewski, spoke to the staff on the process of group interviews and it being the wave of the future. The effort that is being shown by Personnel Commission staff is putting out a positive impression with all the future applicants. Commissioner Ulaszewski thanked the staff for their work. Commissioner Bender, concurred and shared that all the work that went into the interviewing events was worth it as 43 candidates processed, which is impressive.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Electronics Technician
2. **RATIFY** job announcement bulletin for Executive Secretary (C) – Recruitment Extended
3. **RATIFY** job announcement bulletin for High School Office Supervisor
4. **RATIFY** job announcement bulletin for Intermediate Payroll Accounting Technician
5. **RATIFY** job announcement bulletin for Middle School Office Supervisor
6. **RATIFY** job announcement bulletin for Nutrition Services Supervisor I
7. **RATIFY** job announcement bulletin for Nutrition Services Supervisor II
8. **RATIFY** job announcement bulletin for Nutrition Services Supervisor III
9. **RATIFY** job announcement bulletin for Nutrition Services Worker
10. **RATIFY** job announcement bulletin for Nutrition Services Worker – Catalina Island
11. **RATIFY** job announcement bulletin for Purchasing Agent
12. **RATIFY** job announcement bulletin for Records Office Assistant
13. **RATIFY** job announcement bulletin for Senior Accounting Assistant
14. **RATIFY** job announcement bulletin for Warehouse Materials Processor
15. **RATIFY** job announcement bulletin for Water/Boiler Treatment Specialist
16. **APPROVE** the certification of Custodian eligibility list 23-0114-0139 established 01/12/2023
17. **APPROVE** the certification of Instructional Aide - Special eligibility list 23-0196-0448 established 01/19/2023
18. **APPROVE** the certification of Recreation Aide eligibility list 23-0179-5255 established 01/17/2023
19. **APPROVE** the certification of Recreation Aide eligibility list 23-0180-5255 established 01/26/2023
20. **APPROVE** the certification of Recreation Aide – Kids' Club eligibility list 23-0183-5257 established 01/26/2023
21. **APPROVE** the certification of Senior Office Assistant – Bilingual Spanish eligibility list 23-0099-5089 established 01/04/2023

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-15 and approve items 16-21 on the Consent Agenda.

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

NEW BUSINESS

1. **APPROVE** the Revision and Reallocation of a Classification and Abolishment of a Classification - Administrator, Facilities Development and Planning and Administrator, Construction

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve the Revision and Reallocation of a Classification and Abolishment of a Classification - Administrator, Facilities Development and Planning and Administrator, Construction.

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

2. **APPROVE** the Revision of a Classification – Senior Nutrition Services Worker

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve the Revision of a Classification – Senior Nutrition Services Worker.

<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 None

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, February 9, 2023 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.

CLOSED SESSION The Personnel Commission retired into closed session at 8:37 a.m.

OPEN SESSION The Personnel Commission returned to open session at 10:26 a.m. with the no reportable actions.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 10:27 a.m.



CLASSIFIED EMPLOYMENT OPPORTUNITY

INSTRUCTIONAL AIDE – SPECIAL

FINAL FILING DATE:

Open Continuous

JOB INFORMATION:

Eligibility list is being created to fill current and future vacancies as they occur. Positions are part time (3.8 hours) only. Substitute positions are also available.

JOB SUMMARY:

Under general supervision, assist certificated staff in reinforcing instructional activities for students with special needs identified in an Individualized Education Program (IEP); participate in the monitoring, discipline and behavior modification of students; assist in meeting the physical care and hygienic needs of students; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Consistent with the No Child Left Behind Act of 2002 and other related legislation, candidates for this classification must meet the following standards:

The equivalent of graduation from high school* and one of the following:

1. Completion of at least two (2) years of study* (48 semester units or 60 quarter units) at an institution of higher education; Or
2. Attainment of an Associate of Arts degree or higher degree * Or
3. Meeting a rigorous standard of quality by receiving a passing score in an examination administered by the Personnel Commission, which demonstrates the knowledge and ability to assist in instructing reading, writing and mathematics.

*Verification will be required for high school graduation, college units & degrees within 2 working days following submission of application.

*Official transcripts or original diplomas must be submitted to the Personnel Commission office (original diplomas will be returned). Official transcripts may be submitted electronically.

EXPERIENCE:

Six (6) months of paid or volunteer experience working with children in a structured environment.

Any other combination of training and experience that could likely provide the desired skills, knowledge or abilities may be considered; however, experience cannot substitute for the required minimum education.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, he/she will be required to disclose information about felony and/or misdemeanor convictions.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

SALARY RANGE HOURLY:

START: \$18.96
 6 MONTHS: \$20.00
 1 ½ YEARS: \$21.10
 2 ½ YEARS: \$22.25
 3 ½ YEARS: \$23.48

SPECIAL REQUIREMENTS:

1) Some assignments will require successful completion of District-provided CPR/First Aid training. (2) Some assignments will require successful completion of District-provided training to perform physical health care treatments to meet student needs. (3) After an employee in this class has been provided initial training to work with students with physical health care needs and feels the need for additional training, they may request it. Requests shall be in writing to the site administrator who shall arrange for the needed training and notify the employee.

APPLICATION:

All applications must be submitted online via the Personnel Commission website. Be sure to complete all application materials. Supplemental questions are required for most jobs. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process will be comprised of an evaluation of responses on a supplemental application; and an occupational written examination (100%). Only the most highly qualified candidates will be invited to continue in the examination process. Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

PERSONNEL COMMISSION

Long Beach Unified School District
 4400 Ladoga Avenue, Lakewood, CA 90713
 Office: (562) 435-5708
 24 hour job hotline: (562) 491-JOBS
www.lbschools.net/Departments/Personnel_Commission/

WE ARE AN EQUAL OPPORTUNITY TITLE VII/MERIT SYSTEM EMPLOYER

Dual Continuous 0448 JG

LBUSD employees, please see reverse side for important information.

Maria Lynn Braunstein



www.lbschools.net/jobs

Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

On February 14, 2013 the Personnel Commission approved the revision of Chapter IV of the Rules and Regulations of the Classified Service. One of the major changes to the chapter was the addition of Rule 4.3.F Attendance and/or Professional Growth Incentive. In addition to seniority points, you may be eligible to increase your final passing score on examinations by a maximum of 5 points.

Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the *Lost Time Report, which is a payroll report that can be printed by your site payroll clerk.* Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. *ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

The maximum attendance and/or professional growth incentive points a promotional candidate may earn is a total of five (5) points. Promotional candidates are responsible for providing proof of their attendance and/or completion of classes, training and seminars at the time of application but in no event no later than the application deadline. In circumstances in which there are multiple instances of sick leave use for FMLA, CFRA and IA, the matter will be considered on a cases by case basis by the administrator of the Personnel Commission.



CLASSIFIED EMPLOYMENT OPPORTUNITY

INTERMEDIATE ACCOUNTING ASSISTANT

FINAL FILING DATE:

4:30 P.M., Thursday, February 9, 2023

JOB INFORMATION:

Permanent 12 month position. Position is a 100% FTE (8 hours per day). The current vacancies are located at Nutrition Services and Maintenance.

Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, review, verify and maintain accounting, financial and statistical records; perform varied clerical work in processing accounting transactions; to record and maintain employee attendance sheets; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Equivalent to graduation from high school. Course work at an accredited institution in accounting and/or financial record keeping is desirable.

EXPERIENCE:

Two years of full-time financial or statistical record keeping work.

Any other combination of training and/or experience which demonstrates that the applicant is likely to possess the required skills, knowledges and abilities may be considered.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, he/she will be required to disclose information about felony and/or misdemeanor convictions.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

SALARY RANGE HOURLY:

START: \$22.92
6 MONTHS: \$24.17
1 ½ YEARS: \$25.51
2 ½ YEARS: \$26.91
3 ½ YEARS: \$28.39

APPLICATION:

All applications must be submitted online via the Personnel Commission website. Be sure to complete all application materials. Supplemental questions are required for most jobs. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of one or any combination of the following: supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

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WE ARE AN EQUAL OPPORTUNITY TITLE VII/MERIT SYSTEM EMPLOYER

Dual Exam 23-0221-0755 ALT

LBUSD employees, please see reverse side for important information.



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Guidelines:

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Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGE: 9-10

Date: February 9, 2023

Reason for Consideration: Approval

DISTRICT SECURITY OFFICER

DUAL

23-0175-5202

List Valid: 02/10/2023-08/10/2023

Total Applications Received: 25

No. Passed: 3 No. Failed: 2

Total Invited to Exam: 5

No. Withdrew: 0 No. Screened Out: 20

FOOD PRODUCTION UTILITY WORKER

OPEN

23-0138-0477

List Valid: 02/03/2023-02/03/2024

Total Applications Received: 74

No. Passed: 10 No. Failed: 4

Total Invited to Exam: 27

No. Withdrew: 13 No. Screened Out: 47

HIGH SCHOOL OFFICE SUPERVISOR

PROMOTIONAL

23-0149-3349

List Valid: 02/09/2023-02/09/2024

Total Applications Received: 19

No. Passed: 4 No. Failed: 5

Total Invited to Exam: 13

No. Withdrew: 4 No. Screened Out: 6

INSTRUCTIONAL AIDE – SPECIAL

OPEN CONTINUOUS

23-0218-0448

List Valid: 02/08/2023-02/08/2024

Total Applications Received: 28

No. Passed: 5 No. Failed: 0

Total Invited to Exam: 5

No. Withdrew: 0 No. Screened Out: 23

INSTRUCTIONAL ASSISTANT – SCHOOL FOR ADULTS

DUAL

23-0145-0766

List Valid: 02/09/2023-02/09/2024

Total Applications Received: 64

No. Passed: 5 No. Failed: 8

Total Invited to Exam: 19

No. Withdrew: 6 No. Screened Out: 45

KIDS' CLUB LEAD ASSISTANT

DUAL

23-0186-0515

List Valid: 02/09/2023-08/09/2023

Total Applications Received: 6

No. Passed: 0 No. Failed: 0

Total Invited to Exam: 4

No. Withdrew: 4 No. Screened Out: 2

RECREATION AIDE

OPEN CONTINUOUS

23-0181-5255

List Valid: 02/08/2023-08/08/2023

Total Applications Received: 22

No. Passed: 18 No. Failed: 0

Total Invited to Exam: 18

No. Withdrew: 0 No. Screened Out: 4

RECREATION AIDE – KIDS’ CLUB

DUAL

23-0184-5257

List Valid: 02/07/2023-08/07/2023

Total Applications Received: 7

No. Passed: 7 No. Failed: 0

Total Invited to Exam: 7

No. Withdrew: 0 No. Screened Out: 0

SCHOOL SAFETY OFFICER

DUAL

23-0077-5014

List Valid: 02/03/2023-08/03/2023

Total Applications Received: 68

No. Passed: 3 No. Failed: 0

Total Invited to Exam: 3

No. Withdrew: 0 No. Screened Out: 65

SENIOR LOCKSMITH

DUAL

23-0177-5193

List Valid: 02/07/2023-02/07/2024

Total Applications Received: 11

No. Passed: 1 No. Failed: 4

Total Invited to Exam: 5

No. Withdrew: 0 No. Screened Out: 6

CERTIFIED TO BE CORRECT: Kenneth Kato DATE: February 9, 2023

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List ID 15783145 PAGES: 11-26

Date: February 9, 2023

Reason for Consideration: Restricted Action

Personnel Commission Rule 4.2.A provides that an individual who is an eligible for appointment to a position in the Classified Service may be disqualified for the following reason:

4.2.A.8 – “making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents.”

Staff submits an appeal of an applicant as detailed in the enclosed agenda material. The individual concerned was given notice of this matter by certified mail. If the appellant is present and requests the matter be discussed in closed session, that request should be granted.

It is recommended the Commission consider the appeal and act as it deems appropriate.

Because of the sensitive nature of the reference material, distribution has been limited to the Personnel Commission and other Personnel staff with a need to know.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Removal from Eligibility List ID 52185112 PAGES: 27-40

Date: February 9, 2023 Reason for Consideration: Restricted Action

Personnel Commission Rule 4.2.A provides that an individual who is an eligible for appointment to a position in the Classified Service may be disqualified for the following reason:

4.2.A.8 – “making a false statement, misstating, or omitting a statement of any material fact on the application or other official documents.”

Staff submits an appeal of an applicant as detailed in the enclosed agenda material. The individual concerned was given notice of this matter by certified mail. If the appellant is present and requests the matter be discussed in closed session, that request should be granted.

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