

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

REGULAR MEETING AGENDA

Regular Meeting
Building B, Room 29
January 31, 2019

8:15 a.m.

ADDENDUM
PAGE NO.

I. GENERAL COMMUNICATION FUNCTIONS

1. Call to order – Linda Vaughan
2. Renewal of Pledge of Allegiance to the Flag of the United States of America
3. Roll
4. **APPROVE** Minutes of the Regular Meeting of January 17, 2019 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. **APPROVE** the certification of Child Care Worker eligibility list 19-0084-5258 established 01/16/2019 5-6
2. **APPROVE** the certification of Electronics Technician eligibility list 19-0046-0110 established 01/15/2019 5-6

III. OLD BUSINESS

None

IV. NEW BUSINESS

7-10

1. **DISCUSS** the following: Revisions to the Rules and Regulations of the Classified Service (First Reading).

V. OTHER ITEMS

1. Recognition of the Recreation Aide Information Unit staff for their service in the Long Beach Unified School District Personnel Commission.

VI. NEXT REGULAR MEETING

February 14, 2019 at 8:15 a.m. in Building B, Room 29

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)).

CERTIFIED TO BE CORRECT: Kenneth Kato DATE: January 24, 2019

PERSONNEL COMMISSION



January 18, 2019

TO: Personnel Commission

FROM: Executive Officer, Personnel Commission and Classified Employment

SUBJECT: Revisions to the *Rules and Regulations of the Classified Service*

Background and Findings

California Education Code 45260 Rules; Standards; Authority of Commission states, in part,

"The Commission shall prescribe, amend, and interpret, subject to this article, such rules as may be necessary to insure the efficiency of the service and the selection and retention of employees upon a basis of merit and fitness".

The attached rules are being submitted for a first reading for revision with the following rationale:

Rule 1.1 DEFINITIONS:

UNCLASSIFIED SERVICE: Due to changes to Education Code 45256, part-time playground positions are no longer exempt from the classified service. Therefore, language referring to the exemption has been removed from this definition.

Rule 3.1 A.6 CLASSIFICATION OF EMPLOYEES AND POSITIONS: Due to changes to Education Code 45256, part-time playground positions are no longer exempt from the classified service. Therefore, language referring to the exemption has been removed from this definition.

Deletions to the rules are annotated with ~~strikethroughs~~ and additions underlined.

Recommendations

Staff recommends the Personnel Commission support these rule revisions for further consideration and a second reading.

Prepared by:

A handwritten signature in black ink, appearing to be 'S. Leaming', written over a horizontal line.

Susan Leaming
Personnel Analyst

Approved and Recommended:

A handwritten signature in black ink, appearing to be 'K. Kato', written over a horizontal line.

Kenneth Kato
Executive Officer

CHAPTER III POSITION CLASSIFICATION PLAN

3.1 CLASSIFICATION OF EMPLOYEES AND POSITIONS

A. PERSONNEL COMMISSION RESPONSIBILITY TO CLASSIFY POSITIONS

The Commission shall classify all employees and positions except those which are exempt from the classified service. "To classify" shall include, but not be limited to, allocating positions to appropriate classes, arranging classes into occupational hierarchies, determining reasonable relationships within occupational hierarchies and preparing written class specifications.

Those positions exempt from the classified service are

1. Positions which require certification qualifications
2. Full-time students employed part-time
3. Part-time students employed part-time in any college work study program, or In a work experience education program conducted by a community college District pursuant to Article 7 (commencing with Section 51760) of Chapter 5 of Part 28 and that is financed by state or federal funds.
4. Apprentice positions
5. Positions established for the employment of professional experts on a temporary basis for a specific project by the governing board or by the Commission when so designated by the Commission
6. ~~Part time playground positions, where the employee is not otherwise employed in a classified position. Part time playground positions shall be considered part of the classified service when the employee in the position also works in the same school district in a classified position.~~

Reference: California Education Code 45256

CHAPTER I DEFINITIONS

1.1 DEFINITIONS

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UNCLASSIFIED SERVICE - Also known as exempt classes which are positions and employees not in the classified or certificated services. ~~Part-time playground positions, f~~Full-time students employed part-time, apprentices, and professional experts employed on a temporary basis for a specific project are all considered exempt classes.