

DOWNEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
11627 Brookshire Avenue
Downey, CA 90241

MINUTES

Regular Meeting

December 17, 2025

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, December 17, 2025, at 4:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#126
PLEDGE OF
ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by John Kennedy.

#127
ROLL

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

Present: John Kennedy
 Dianne Lumsdaine

#128
MINUTES OF SPECIAL
MEETING APPROVED

A motion was made by Mr. Kennedy, seconded by Ms. Lumsdaine and the motion carried unanimously, to approve the minutes of the Regular Meeting of November 19, 2025.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		

#129
CORRESPONDENCE
RECEIVED

None

#130
ORAL
COMMUNICATIONS

Mr. Kennedy shared that he attended the Downey High School play based on *Dungeons & Dragons* and was impressed by the students' acting. He was especially moved by Mr. Nelson's remarks about Bobbie Samperi, noting that each year Bobbie would write a personal note about his play.

He also attended the Classified HR Cookie Tasting event. He chose not to select a favorite cookie, so as not to offend anyone.

In addition, Mr. Kennedy attended the School Board meeting and enjoyed the Griffiths Choir performance, as well as a brief presentation from Financial Services.

He also participated in the special Board meeting where Mr. Rodriguez was sworn in and was pleased to see such a large turnout of family members in attendance.

Lastly, he extended holiday greetings and wished everyone a happy holiday season.

Ms. Lumsdaine shared that she attended the School Board meeting and enjoyed the presentation by the Griffiths Choir students.

She also attended the Griffiths choir, beginning band, and choir presentations at Griffiths. She commended Mr. Nathan Ksiazek, Music Director, noting that he is doing an excellent job with the students.

Ms. Lumsdaine expressed regret that she was unable to attend the special Board meeting, but acknowledged the wonderful job Ms. Linda Salomon Saldaña did and congratulated Mr. Rodriguez on his new role as School Board President.

She welcomed and congratulated the new CSEA Board, including Hismelda Macias as the new CSEA President and Marisol Alarid as Vice President.

She shared how pleased she was to see such a strong presence at the Downey parade from the schools, highlighting how well represented the District and School Board were. She noted that this was a testament to the strong partnership between the City and the School District, working together as one.

Ms. Lumsdaine gave a shout-out to Mr. Nezzzer, Chief Technology Officer, for the successful E-sports event at Downey High School, stating how impressive it is to see what the department continues to accomplish.

She concluded by wishing everyone a very joyous and happy holiday season, reminding those who are traveling to be safe and encouraging everyone to take time to hold their loved ones close.

Ms. Lumsdaine acknowledged the attendance of Dr. Roger Brossmer, Superintendent, Dr. Robert McEntire, Associate Superintendent, Business Services; John Shook, Director of MOT; Chris Nezzzer, Chief Technology Officer; Michael Martinez, Senior Director, Budget and Finance; Wesley Lee, Assistant Director, Budget and Finance; Louis Smith, Payroll Supervisor; Tarek Israwi, Assistant Director, Technology and Information Systems, Marisol Alarid, President CSEA Unit I, Hismelda Macias, CSEA, Treasurer, CSEA Unit I, Morgen Hoel, Chief Public Relations Officer, CSEA Unit I and Maria Carbajal, Assistant Director, Classified Human Resources. She thanked everyone for attending.

Ms. Lopez wished Dr. Wayne Shanon a happy retirement and thanked him for his continued support and leadership.

She acknowledged Ms. Marisol Alarid and expressed appreciation for her leadership and dedication in her role as CSEA Unit I President. Ms. Lopez also extended a warm welcome to Hismelda Macias as she steps into her new role as President.

Ms. Lopez provided a brief overview of SB 848, which expands the school employee misconduct disclosure requirements under AB 2534. She noted that the office is currently working to prepare and implement the necessary steps to ensure compliance with these requirements.

Lastly, Ms. Lopez reviewed and responded to questions regarding the October Vacancy and Recruitment Status Report.

#131
PUBLIC HEARD

None

#132
CONSENT AGENDA

A motion was made by Mr. John Kennedy, seconded by Ms. Lumdaine, and the motion was carried unanimously to approve the consent agenda (shown below as Minute Action item (133-140).

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumdsaine	X		

#133
RATIFY CERTIFICATION OF
INTERMEDIATE CLARICAL
ASST. ELIGIBILITY LIST

RATIFY certification of Intermediate Clerical Assistant list established October 24, 2025.

#134
RATIFY CERTIFICATION OF
SR. INST. ASST. –
BEHAVIOR ELGIBILITY LIST

RATIFY certification of Senior Instructional Assistant - Behavior list established November 5, 2025.

#135
RATIFY CERTIFICATION OF
ELEM. CAMPUS. ASST.
ELIGIBILITY LIST

RATIFY certification of Elementary Campus Assistant list established November 13, 2025.

#136
RATIFY CERTIFICATION OF
SR. INST. ASST. SL.
ELIGIBILITY LIST

RATIFY certification of Senior Instructional Assistant – Sign Language list established December 1, 2025.

#137
RATIFY CERTIFICATION OF
SR. INST. ASST -
BEHAVIOR ELIGIBILITY LIST

RATIFY certification of Senior Instructional Assistant - Behavior list established December 3, 2025.

#138
RATIFY CERTIFICATION OF
SR. INST. ASST. - MEDICAL
ELIGIBILITY LIST

RATIFY certification of Senior Instructional Assistant - Medical list established December 3, 2025.

#139
RATIFY CERTIFICATION OF
SPEECH. PATH. LANG.
ASST. ELIGIBILITY LIST

RATIFY certification of Speech-Language Pathology Assistant list established December 4, 2025.

#140
RATIFY CLASSIFICATION
OF INTERMEDIATE
CLERICAL ASST. POSITION

RATIFY the classification of one Intermediate Clerical Assistant position established by the Board of Education, assigned to Williams Elementary School, effective December 10, 2025.

#141
OLD BUSINESS

None

#142
NEW BUSINESS

Each of the following recommendations was reviewed by Director Lopez prior to approval:

#143
SEATING OF
COMMISSIONER

Item tabled.

#144
ELECTION OF OFFICERS
OF THE PERSONNEL
COMMISSION

A motion was made by Mr. Kennedy, seconded by Ms. Lumsdaine and the motion carried unanimously, to **APPROVE** the reelection of Dianne Lumsdaine as Chairperson and the reelection of John Kennedy as Vice Chairperson of the Personnel Commission for the term ending November 30, 2026.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		

#145
RECLASSIFICATION OF
TAREK ISRAWI FROM
ASST. DIR., TECH. AND
INFO. SYST. TO DIR., TECH.
AND INFO. SYST.

A motion was made by Mr. Kennedy, seconded by Ms. Lumsdaine and the motion carries unanimously, to **APPROVE** the proposed reclassification of Tarek Israwi position from Assistant Director, Technology and Information System Director to Director, Technology and Information Systems including the recommended revisions to the Director, Technology and Information System classification and realignment of salary on the Management Salary Schedule, Range 140 (\$12,469-\$15,154 monthly), effective January 1, 2026.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		

#146
APPROVE CHANGES TO
THE ASST. DIR. FAC. PLAN,
DEV.

A motion was made by Mr. Kennedy, seconded by Ms. Lumsdaine and the motion carries unanimously, to **APPROVE** the changes of the Assistant Director, Facilities Planning and Development job description, as attached effective December 18, 2025.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
John Kennedy	X		
Dianne Lumsdaine	X		

#147
NEXT REGULAR
MEETING

January 21, 2026, at 4:00 p.m. in the Grace E. Horney Board Room, at the Gallegos Administration Center, 11627 Brookshire Ave., Downey, CA 90241.

#148
CLOSED SESSION

The Personnel Commission retired to closed session at 5:28 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#149
OPEN SESSION

The Personnel Commission returned to open session at 5:50 p.m. There being no reportable actions taken during closed session.

#150
ADJOURNMENT

The Regular meeting of the Personnel Commission was declared adjourned in memory of Eddie Rademaker, John "Jack" Frederick Seimenn, and Marilyn Louis at 5:50 p.m. with the consent of the members.

Personnel Commission
DOWNEY UNIFIED SCHOOL DISTRICT

Dianne Lumsdaine, Chair

Ceylida Lopez, Director