

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

MINUTES

Regular Meeting

November 19, 2025

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, November 19, 2025, at 5:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#102  
PLEDGE OF  
ALLEGIANCE

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

#103  
ROLL

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

Present:        John Kennedy  
                     Dianne Lumsdaine  
                     Angie Rademaker

#104  
MINUTES OF SPECIAL  
MEETING APPROVED

A motion was made by Ms. Rademaker, seconded by Mr. Kennedy and the motion carried unanimously, to approve the minutes of the Regular Meeting of October 15, 2025.

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

#105  
CORRESPONDENCE  
RECEIVED

None

#106  
ORAL  
COMMUNICATIONS

Mr. Kennedy thanked Dr. Rebekah Ruswick for hosting a tour of PACE, noting what a beautiful and supportive space it is for students. He was particularly impressed with the gym, and most notably the assessment room featuring a two-way mirror. He also highlighted Ms. Houts' classroom and was pleased to see her excitement about the new equipment.

He attended the Downey Hall of Fame ceremony, where Mr. Houts was inducted, and expressed how meaningful it was to see him recognized.

Mr. Kennedy also attended the Downey vs. Warren football game at the Galaxy facility, commenting on how impressive the venue was.

Additionally, he visited the robotics competition at Stauffer Middle School. He shared that the program has grown significantly and that it was wonderful to see elementary students participate and gain early competition experience at the middle school level.

He reported attending the special Board Meeting where Mr. Manacmul was selected as a member of the Board of Education.

Mr. Kennedy also attended the State of the City luncheon and found the discussion of the city's budget particularly informative.

He attended the Columbus Festival, noting how much the students enjoyed the event and how much he appreciated being there.

At the Stauffer 529 Scholarship presentation, Doty and Sussman students were recognized at Downey High School, while Griffiths and Stauffer students received their awards at Warren High School. Students were presented with \$150 scholarships to support their college plans.

He also attended the most recent Board Meeting where Mr. Manacmul was officially sworn in. He enjoyed the CTE presentation and remarked on the extensive opportunities available to students, with 31 CTE pathways offered.

Lastly, he shared that it was wonderful to see the various Veteran's Day celebrations across the district.

Ms. Rademaker attended the Downey vs. Warren football game and proudly cheered for Warren, the school her children attended.

She expressed her appreciation to CSEA for hosting a wonderful Thanksgiving dinner.

She also participated in the State of the Schools event and was delighted by the delicious food prepared by students.

Additionally, she shared her excitement about Mr. Manacmul joining the Board of Education.

Ms. Rademaker closed by thanking everyone for all that they do.

Ms. Rademaker gave a special acknowledgement and thank you to Dr. Ruswick for her work the Special Education and the classified staff.

Ms. Lumsdaine acknowledged the Stauffer Foundation and the 529 awards, noting how much students appreciated the recognition of their hard work—along with that of their teachers.

She was delighted to see Unified Sports highlighted in a recent PBS special. A quote that resonated with her was, *"There's a place for everyone, and it's with each other."* She shared that this sentiment truly reflects what makes Downey Unified so special.

She congratulated Ms. Rademaker on her reappointment to the Commission and thanked CSEA and the Board for approving and ratifying the action.

Ms. Lumsdaine also welcomed Mr. Manacmul to the Board of Education and extended an invitation for him to attend a Personnel Commission meeting.

She expressed her gratitude to CSEA for the wonderful dinner presented tonight and thanked Johnny Zegara and everyone involved in putting it together.

Ms. Lumsdaine acknowledged the attendance of Nancy Swenson, Board Member, Dr. Roger Brossmer, Superintendent, Dr. Robert McEntire, Associate Superintendent, Business Services; Dr. Alyda Mir, Assistant Superintendent, Certificated Human Resources; John Shook, Director of MOT; Chris Nezzar, Chief Technology Officer; Michael Martinez, Senior Director, Budget and Finance; Wesley Lee, Assistant Director, Budget and Finance; Louis Smith, Payroll Supervisor; Dr. Rebekah Ruswick, Director, Special Education; Kelly Neist, Secretary, CSEA Unit I. She thanked everyone for attending.

Ms. Lopez shared that she attended the PACE site visit with Mr. Kennedy. She expressed how inspired she felt and thanked Dr. Ruswick and her team for welcoming them into their space. She noted that she is always eager to share these experiences with staff because they serve as a powerful reminder of why we do the work we do—so the exceptional efforts happening at our sites can continue.

She thanked CSEA Unit I and CSEA Unit II for partnering with the department to provide a wonderful Thanksgiving dinner, adding that it has truly become a cherished tradition.

Ms. Lopez concluded by wishing everyone a happy Thanksgiving.

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

#107  
PUBLIC HEARD

None

#108  
CONSENT AGENDA

A motion was made by Ms. Rademaker, seconded by Mr. Kennedy, and the motion was carried unanimously to approve the consent agenda (shown below as Minute Action item (109-118).

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

#109  
RATIFY CERTIFICATION OF  
COMMS. SPECIALIST  
ELIGIBILITY LIST

**RATIFY** certification Communications Specialist list established August 25, 2025.

#110 RATIFY CERTIFICATION OF SR. INST. ASST. – BEHAVIOR ELGIBILITY LIST	<b>RATIFY</b> certification of Senior Instructional Assistant - Behavior list established October 2, 2025.
#111 RATIFY CERTIFICATION OF SR. INST. ASST. - MEDICAL ELIGIBILITY LIST	<b>RATIFY</b> certification of Senior Instructional Assistant - Medical list established October 2, 2025.
#112 RATIFY CERTIFICATION OF FOOD SERVICE ASST. ELIGIBILITY LIST	<b>RATIFY</b> certification of Food Service Assistant list established October 8, 2025.
#113 RATIFY CERTIFICATION OF SR. INST. ASST - BEHAVIOR ELIGIBILITY LIST	<b>RATIFY</b> certification Senior Instructional Assistant - Behavior list established October 9, 2025.
#114 RATIFY CERTIFICATION OF FACILITIES CONSTRUCTION MANAGER ELIGIBILITY LIST	<b>RATIFY</b> certification of Facilities Construction Manager list established October 20, 2025.
#115 RATIFY CERTIFICATION OF ELEMENTARY CAMPUS ASST. ELIGIBILITY LIST	<b>RATIFY</b> certification of Elementary Campus Assistant list established October 23, 2025.
#116 RATIFY CERTIFICATION OF FOOD SERVICE ASST. I ELIGIBILITY LIST	<b>RATIFY</b> certification of Food Service Assistant I list established October 27, 2025.
#117 RATIFY FOOD SERVICE ASST. ELIGIBILITY LIST	<b>RATIFY</b> certification of Food Service Assistant list established October 30, 2025.
#118 RATIFY CLASSIFICATION OF SR. INST. ASST. – SIGN LANG. POSITION	<b>RATIFY</b> the classification of one Senior Instructional Assistant – Sign Language position established by the Board of Education, assigned to DHH Program/Gauldin Elementary School, effective November 13, 2025.
#119 OLD BUSINESS	None
#120 NEW BUSINESS	Each of the following recommendations was reviewed by Director Lopez prior to approval:

#121  
RATIFY THE SALARY  
REALIGNMENT FOR BUS  
DRIVER

A motion was made by Ms. Rademaker, seconded by Mr. Kennedy and the motion carried unanimously, to approve the realignment of Bus Driver to Range 280 (\$29.302 - \$35.619 per hour) on the Classified Salary Schedule (AR 5241.2), effective July 1, 2025.

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

#122  
NEXT REGULAR  
MEETING

December 17, 2025, at 4:00 p.m. in the Grace E. Horney Board Room, at the Gallegos Administration Center, 11627 Brookshire Ave., Downey, CA 90241

#123  
CLOSED SESSION

The Personnel Commission retired to closed session at 5:23p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#124  
OPEN SESSION

The Personnel Commission returned to open session at 5:45 p.m. There being no reportable actions taken during closed session.

#125  
ADJOURNMENT

The Regular meeting of the Personnel Commission was declared adjourned at 5:45 p.m. with the consent of the members.

Personnel Commission  
DOWNEY UNIFIED SCHOOL DISTRICT

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Dianne Lumsdaine, Chair

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Ceylida Lopez, Director