

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

MINUTES

Regular Meeting

February 25, 2026

The Regular Meeting of the Personnel Commission of the Downey Unified School District was called to order by Dianne Lumsdaine, Chairperson, on Wednesday, February 25, 2026, at 4:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

#172  
PLEDGE OF  
ALLEGIANCE

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

#173  
ROLL

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

Present:           John Kennedy  
                          Dianne Lumsdaine  
                          Angie Rademaker

#174  
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 January 21, 2026.

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

#175  
CORRESPONDENCE  
RECEIVED

None

#176  
ORAL  
COMMUNICATIONS

Mr. Kennedy visited Ward Elementary, which was a particularly meaningful visit for him, as his wife previously served as principal there. During his time on campus, he shared historical context about Rockwell's adoption of Ward, noting the positive impact of the astronaut team—especially the representation of two women—which was a source of pride for the Ward community. He also presented Principal Gladys Diaz with photographs from that time. In addition, he expressed how impressed he was with the school's Innovation Lab and Wellness Center.

He shared that he attended the recent Robolympics and described it as an outstanding production. He was especially pleased to see the robotics teams from Downey and Warren High Schools providing demonstrations and engaging with attendees by answering questions.

Mr. Kennedy also visited Columbus and Woodruff, as he does periodically, to receive campus updates.

He attended Warren High School's presentation of *Murder on the Orient Express* and commended the students and drama teacher, Kyle Deichman, for an excellent performance. He remarked on how impressive it is that students are able to memorize and perform so many lines.

In addition, he attended the Board of Education meeting and particularly enjoyed the Unified Sports presentation. He also noted the brief presentations on the Dashboard and the LCAP.

Mr. Kennedy visited Carpenter and appreciated observing both the Dual Language and IB programs in action. At Gauldin, he enjoyed seeing a balance of traditional paper-and-pencil instruction alongside the use of iPads. As a former special education teacher, he was especially pleased to see the inclusion of special education students.

He also visited Alameda and was impressed by the high level of student engagement across grade levels.

Lastly, he attended the Board of Education Special Meeting and enjoyed the presentation.

He closed by wishing everyone a wonderful time walking or running in this weekend's TLC 5K.

Ms. Rademaker shared that she made a donation to support the TLC 5K Run and expressed her appreciation to CSEA for walking on her behalf.

She noted how much she enjoyed the Unified Sports presentation and was especially impressed by the students' poise during their presentations.

Ms. Rademaker also acknowledged Griffiths and Stauffer Middle Schools for earning recognition as Apple Schools.

She attended the Board of Education Special Meeting and shared that she enjoyed the Facilities presentation.

In closing, she thanked everyone for their hard work and dedication, stating how proud she is to be part of the Downey Unified School District, and she expressed appreciation to all who attended the meeting.

Ms. Lumsdaine welcomed the newest board member Joseph Manacmul and thanked him for attending the meeting.

Ms. Lumsdaine also acknowledged the attendance of Dr. Roger Brossmer, Superintendent; Dr. Robert McEntire, Associate Superintendent of Business Services; John Shook, Director, MOT, Michael Martinez, Senior Director, Financial Services; Louis Smith, Payroll; John Torres, President, Unit II; Morgen Hoel, Chief Public Relations Officer, Unit II; Jose Garcia, Vice President Unit II; and Maria Carbajal, Assistant Director of Classified Human Resources, thanking them all for their attendance. She also acknowledges special guest Tracy Foreman, Vice Principal, Downey Adult School and Ana Beth Fishman, CliftonStrengths trainer and Teacher on Special Assignment.

Ms. Lumsdaine shared that she is looking forward to this year's TLC Walk and was pleased to sponsor several runners.

She also attended the Board of Education Special Meeting and appreciated the presentation detailing the complexities and challenges addressed by Dr. McEntire's team and Annie Aung, Director of Facilities Planning and Development. She expressed her enthusiasm for seeing the completion of all the Kinder Villages.

She reported that the Campus Security training was a success, with 45 participants in attendance, including current Campus Security Assistants, SIAs, ECAs, and clerical staff. She noted that she received very positive feedback from attendees.

Ms. Lopez announced that the Summer School application for classified employees is now open, with a submission deadline of March 6.

She also announced that the nomination period for Classified School Employee of the Year is currently open, with nominations due by March 3.

Ms. Lopez shared that she attended the visits to Ward and Alameda Elementary Schools. She extended her appreciation to Principals Stanley and Diaz for the warm welcome and for taking the time to highlight the outstanding work taking place at their campuses.

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

Mr. John Torres, President of CSEA Unit II, expressed his appreciation to all three labor unions, the School Board, the Personnel Commission, Downey Adult School, Certificated and Classified Human Resources, District Administration, and the many individuals who donated and formed teams for this year's TLC 5K. He noted that the strong participation and collaboration truly demonstrate how exceptional Downey Unified is as a community.

Ms. Mayra Reyna, Intermediate Clerical Assistant, addressed the Personnel Commission regarding the recent reclassification study conducted at Downey Adult School. She submitted a formal request for the Commission to reconsider the determination as it pertains to her position.

Ana Beth Fishman, Teacher on Special Assignment, presented Mr. John Kennedy with a token of appreciation for the grant that enabled the training of classified staff in CliftonStrengths. The first session was held at Alameda, and she presented Mr. Kennedy with a photo of the inaugural group of classified staff who participated.

#177  
PUBLIC HEARD

#178  
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 (179-189).

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

#179  
RATIFY CERTIFICATION OF  
INTERMEDIATE CLERICAL  
ASST. – SIGN LANGUAGE OR  
SPANISH ELIGIBILITY LIST

**RATIFY** certification of Intermediate Clerical Assistant – Sign Language or Spanish list established December 23, 2025.

#180  
RATIFY CERTIFICATION OF  
FACILITIES  
CONSTRUCTION  
COORDINATOR ELGIBILITY  
LIST

**RATIFY** certification of Facilities Construction Coordinator list established January 5, 2026.

#181  
RATIFY CERTIFICATION OF  
SR. INST. ASST. -  
BEHAVIOR. ELIGIBILITY  
LIST

**RATIFY** certification of Senior Instructional Assistant - Behavior list established January 5, 2026.

#182  
RATIFY CERTIFICATION OF  
STUDENT/SUPPORT  
SERVICES TECH.  
ELIGIBILITY LIST

**RATIFY** certification of Student/Support Services Technician Specialist list established January 8, 2026.

#183  
RATIFY CERTIFICATION OF  
FOOD SERV. ASST. II  
ELIGIBILITY LIST

**RATIFY** certification of Food Service Assistant II list established January 30, 2026.

#184  
ASST. DIRECTOR,  
FACILITIES PLANNING AND  
DEVELOPMENT ELIGIBILITY  
LIST

**RATIFY** certification of Assistant Director, Facilities, Planning and Development list established February 9, 2026.

#185  
RATIFY CLASSIFICATION  
OF CAMPUS SEC. ASST.  
POSITION

**RATIFY** the classification of four (4) Campus Security Assistant position established by the Board of Education, assigned to Downey High School, effective February 11, 2026.

- #186  
RATIFY CLASSIFICATION OF CAMPUS SEC. ASST. POSITION  
**RATIFY** the classification of two (2) Campus Security Assistant position established by the Board of Education, assigned to Warren High School, effective February 11, 2026.
- #187  
RATIFY CLASSIFICATION OF EARLY LEARNING INSTRUCTOR-BILINGUAL & BILIT. POSITION  
**RATIFY** the classification of one (1) Early Learning Instructor – Bilingual & Biliterate position established by the Board of Education, assigned to Pace Education Center, effective February 11, 2026.
- #188  
RATIFY CLASSIFICATION OF INST. ASST. - ESTHETICIAN. POSITION  
**RATIFY** the classification of one (1) Instructional Assistant - Esthetician position established by the Board of Education, assigned to Downey Adult School, effective February 11, 2026.
- #189  
RATIFY CLASSIFICATION OF INTERMEDIATE CLERICAL ASST. POSITION  
**RATIFY** the classification of one (1) Intermediate Clerical Assistant position established by the Board of Education, assigned to Gallatin Elementary School, effective February 11, 2026.
- #190  
OLD BUSINESS  
None
- #191  
NEW BUSINESS  
Each of the following recommendations was reviewed by Director Lopez prior to approval:
- #192  
APPROVE THE NEW CLASSIFICATION OF INST. ASST. - ESTHETICIAN  
A motion was made by Ms. Rademaker, seconded by Mr. Kennedy and the motion carried unanimously, to **APPROVE** the new class description of Instructional Assistant - Esthetician, effective February 11, 2026.
- | <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| John Kennedy          | X           |             |                  |
| Dianne Lumsdaine      | X           |             |                  |
| Angie Rademaker       | X           |             |                  |
- #193  
APPROVE THE PROPOSED RECLASSIFICATION OF INTERMEDIATE CLERICAL ASST. TO SENIOR CLERICAL ASST.  
A motion was made by Ms. Rademaker, seconded by Mr. Kennedy and the motion carried unanimously, to **APPROVE** the reclassification of Amalia Gonzalez, Maria R. Lopez, Tiffany Ann Petus, Quintana Rose Sigler, and Alejandro Velencia from Intermediate Clerical Assistant to Senior Clerical Assistant, effective March 1, 2026.
- | <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| John Kennedy          | X           |             |                  |
| Dianne Lumsdaine      | X           |             |                  |
| Angie Rademaker       | X           |             |                  |

#194  
NEXT REGULAR  
MEETING

March 18, 2026, at 4:00 p.m. in the Grace E. Horney Board Room, at the Gallegos Administration Center, 11627 Brookshire Ave., Downey, CA 90241.

#195  
CLOSED SESSION

The Personnel Commission retired to closed session at 5:36 p.m. in accordance with provisions of the Government Code (Section §54957) to consider Public Employee Performance Evaluation, Title: Director, Classified Human Resources.

#196  
OPEN SESSION

The Personnel Commission returned to open session at 5:21 p.m. There being no reportable actions taken during closed session.

#197  
ADJOURNMENT

The Regular meeting of the Personnel Commission was declared adjourned at 5:21 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