La Mesa-Spring Valley Schools
Personnel Commission

Regular Meeting
Thursday, November 15, 2018, 12:30 p.m.
Education Service Center
Board Room
4750 Date Avenue, La Mesa, CA 91942
When there is a need for the Chairman to pass the gavel to a Commission Member, this action shall be automatic without need for a formal motion.

OPENING PROCEDURE

1. Call to Order

2. Commissioner Roll Call/Establishment of a Quorum

   Patricia Ridenour, Chair  ☐ present  ☐ absent
   Arashmidos Monjazeb  ☐ present  ☐ absent
   Steve Babbitt  ☐ present  ☐ absent

3. Pledge of Allegiance

ACTION SESSION

4. Approve the Agenda of the November 15, 2018 Regular Meeting  ACTION

5. Approve Minutes of October 18, 2018 Regular Meeting  ACTION


7. Swearing in of the Joint Appointed Commissioner  ACTION

8. Election of Officers  ACTION
   Election and Approval of XX to be Chairperson of the Personnel Commission for the 2019 term.

9. Election of Officers  ACTION
   Election and Approval of XX to be Vice-Chairperson of the Personnel Commission for the 2019 term.

10. Approve communication from Personnel Commission to District Administration.  ACTION

11. Approval of the new classification and job description Campus Attendant, with a recommended salary range 3 of $12.00/hour (Step A) – $15.35/hour (Step F) on the Classified Salary Schedule.  ACTION

12. Approval of the new classification and job description Extended School Services Recreation Attendant, with a recommended salary range 3 of $12.00/hour (Step A) - $15.35/hour (Step F) on the Classified Salary Schedule.  ACTION

13. Approve the Following Examination Announcements  ACTION
   • Administrative Assistant I
   • Skilled Maintenance Worker II
14. Approve the Following Eligibility Lists

- Extended School Services Program Aide
- Extended School Services Assistant Site Lead
- Paraprofessional-Special Education

15. Revise the Regular Personnel Commission Meeting Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>December 20, 2018</td>
<td>2:00 p.m.</td>
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<tr>
<td>January 17, 2019</td>
<td>2:00 p.m.</td>
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<tr>
<td>February 21, 2019</td>
<td>2:00 p.m.</td>
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<tr>
<td>March 21, 2019</td>
<td>2:00 p.m.</td>
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<tr>
<td>April 11, 2019</td>
<td>5:00 p.m.</td>
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<tr>
<td>May 16, 2019</td>
<td>2:00 p.m.</td>
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<tr>
<td>June 20, 2019</td>
<td>2:00 p.m.</td>
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INFORMATION SESSION

16. Recruitment and Selection Update

17. Items from the Floor

Persons may comment at this time on items not listed on the agenda. The Commissioners will hear such comments but may not discuss nor act upon them until they appear on the posted agenda. Comments will be limited to five [5] minutes per person, not to exceed a total of fifteen [15] minutes for this agenda item.

18. Information Items

- District Update – Assistant Superintendent, Human Resources, Tina Sardina
- CSEA Update – Chapter 419 President, Ahmad Swinton
- Personnel Update – Director, Classified Personnel, C. Xavier Thomas
- Personnel Commissioner Update – Personnel Commissioners

19. The Personnel Commission will Adjourn to Closed Session Pursuant to Government Code 54957(b)

- Employment of the Director, Classified Personnel.

20. Reconvene to Open Session

- Report of Action, if any, from Closed Session

21. Other Business

Next Meeting Date – December 20, 2018 – 2:00 p.m. (pending approval)

22. Adjournment