



La Mesa-Spring Valley Schools
Personnel Commission

Regular Meeting

Thursday, February 21, 2019 2:00 p.m.

Education Service Center

Board Room

4750 Date Avenue, La Mesa, CA 91942

**La Mesa-Spring Valley Schools
Personnel Commission Regular Meeting Minutes
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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. The meeting of February 21, 2019 was called to order at 2:00 p.m. by Commissioner Steve Babbitt

2. Commissioner Roll Call/Establishment of a Quorum

Arashmidos Monjazebe, Chair	<input type="checkbox"/>	present	<input type="checkbox"/>	absent
Steve Babbitt, Vice Chair	x	present	<input type="checkbox"/>	absent
Patricia Ridenour	x	present	<input type="checkbox"/>	absent

3. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Ridenour.

ACTION SESSION

4. Approve the Agenda of the February 21, 2019 Regular Meeting

Motion by Ridenour, second by Babbitt. Motion passed unanimously

5. Approve the Minutes of the January 17, 2019 Regular Meeting as Amended

Motion by Ridenour, second by Babbitt. Motion passed unanimously

6. Approve the Minutes of the August 17, 2017 Regular Meeting as Amended

Motion by Ridenour, second by Babbitt. Motion passed unanimously

7. Approve the Following Examination Announcements

- Executive Assistant II to the Superintendent
- Gardener
- School Bus Driver

Motion by Ridenour, second by Babbitt. Motion passed unanimously

8. Approve the Following Eligibility Lists

- Extended School Services Program Aide
- Paraprofessional-Special Education
- School Office Manager

Motion by Ridenour second by Babbitt. Motion passed unanimously

INFORMATION SESSION

9. Recruitment and Selection Update

Tina Cano, Human Resources Specialist. and Ali Junker, Human Resources Analyst, addressed questions and concerns brought up in the January Personnel Commission meeting about the most recent School Office Manager recruitment. See attached.

10. Training and Learning Cooperative Update

Ali Junker, advised that she has received TLC fund requests from twenty employees from fourteen different classifications and eight different job families which equal approximately \$4600.00. She also advised in collaboration with Julie Dysart, Autism Specialist, and Diana Haver, Behavioral Analyst, she is kicking off a Targeted Training Series for Paraprofessional-

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Special education targeted training. She also mentioned that she will be bringing a Financial Security Series to District employees in April and May which will offer an informational series which will include topics such as; Planning your retirement, Benefit basics, Post-retirement District benefits and Living a Balanced Retirement Life.

11. Items from the Floor

Heather Hove, School Office Manager, LMAAC, voiced her concerns with the most recent continuous School Office Manager recruitment. Thomas explained the decision behind opening the recruitment as “continuous” to create a longer eligibility list. Kelley Follet, Accounting Specialist, asked for clarification as to why a second School Office Manager eligibility list is on the agenda to be certified. Thomas explained that the list approved in January has had more names added via additional testing. Vanessa Berry, Computer Support Technician, inquired about upcoming retirement workshops. Junker confirmed information previously presented on the TLC update.

12. Information Items

- District Update – Assistant Superintendent, Human Resources, Tina Sardina, reminded all to mark their calendars for the upcoming retirement gala on May 16, 2019, where retirees, years of service and the Classified Employee of the Year will be honored. Sardina advised staffing surveys have been disseminated to staff in order to gather information about the wishes and desires of staff for the 2019-2020 school year. She also mentioned that the Wellness Committee recently kicked off their “Do Anything” wellness incentive. Sardina introduced Jennifer Nerat, Assistant Superintendent, Business Services. Nerat advised she is looking forward to attending future Personnel Commission meetings to provide updates on Business Services.
- CSEA Update – Chapter 419 Treasurer, John Sullivan, advised since the unit modification for Campus Attendants and ESS Recreation Attendants, 82 new members have enrolled with the CSEA. Sullivan asked that the Commission to consider changing the Personnel Commission meeting times to later in the day to accommodate the schedule of more employees.
- Personnel Update –Director, Classified Personnel, C. Xavier Thomas, advised he recently attended the Annual CSPCA conference where Commissioner, Dr. Monjazebe was honored with a 15 year Commissioner award. He encouraged anyone interested in learning more about the Merit system to go to next year’s conference. Thomas, also, acknowledged the hard work of Personnel Commission staff, Ali Junker and Tina Cano. In addition, Thomas advised that he appreciates the ongoing collaboration with Human Resources staff and the CSEA.
- Personnel Commissioner Update – Personnel Commissioner, Patricia Ridenour, advised she enjoyed attending the Annual CSPCA conference and gained some important information, in particularly from the CalPERS session. Ridenour mentioned that it is important for all to understand Personnel Commission meetings are a public hearing and it is not the correct forum to discuss any personal issues. Any personal issues that involve Personnel Commission staff should be discussed outside of the public hearing. Commissioner Babbit advised he, also, enjoyed the Annual CSPCA conference and gained some very valuable CalPERS information as well.

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13. Regular Personnel Commission Meeting Schedule

March 21, 2019	2:00 p.m.
April 11, 2019	5:00 p.m.
May 16, 2019	2:00 p.m.
June 20, 2019	2:00 p.m.

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

- Employment of the Director, Classified Personnel.

15. Reconvene to Open Session

- No Action

16. Adjournment

ACTION

Motion by Ridenour, second by Babbitt. Motion passed unanimously. Meeting adjourned at 3:05 p.m.