



**La Mesa-Spring Valley Schools**  
**Personnel Commission**

**Regular Meeting**

**Thursday, September 19, 2019 4:30 p.m.**

**Education Service Center**

**Board Room**

**4750 Date Avenue, La Mesa, CA 91942**

# La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting

## Thursday, September 19, 2019 4:30 p.m.

*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**

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

#### **3. Pledge of Allegiance**

### **ACTION SESSION**

#### **4. Approve the Agenda of the September 19, 2019 Regular Meeting**

#### **5. Approve the Minutes of the June 20, 2019 Regular Meeting**

#### **6. Approve the Minutes of the July 12, 2019 Special Meeting**

#### **7. Approve the Minutes of the August 6, 2019 Special Meeting**

#### **8. Approve the Minutes of the September 12, 2019 Special Meeting**

#### **9. Selection of the Joint Appointee Commissioner**

#### **10. Approve the Following Examination Announcements**

- Executive Assistant I (promotional only)
- Health/Attendance Technician
- Human Resources Specialist
- Interpreter for the Deaf
- Occupational Therapist
- Paraprofessional
- School Office Manager (bilingual required)
- Skilled Maintenance Worker II
- Supervisor, Child Nutrition Services
- Supervisor, Transportation
- Warehouse Worker/Delivery Driver

#### **11. Approve the Following Eligibility Lists**

- Campus Attendant
- Child Nutrition Services I
- Child Nutrition Services II
- Extended School Services Assistant Lead
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Health/Attendance Technician
- Licensed Vocational Nurse
- Paraprofessional-Preschool
- Paraprofessional-Special Education

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- School Bus Driver
- School Office Assistant
- Senior Custodian
- Storekeeper
- Supervisor, Budget and Accounting
- Supervisor, Child Nutrition Services
- Supervisor, Transportation

**12. Approval to extend the Following Eligibility Lists for an additional six months**

- Senior Custodian

**13. Approval to update the following job descriptions**

- Assistant Superintendent, Business Services
- Supervisor, Transportation

**INFORMATION SESSION**

**11. 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. Comments should follow proper protocol. Following proper protocol includes directing all questions or concerns related to Personnel Commission work first to the Personnel Commission staff, then Director, prior to addressing the Commissioners.*

**12. Information Items**

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

**13. Next Regular Personnel Commission Meeting**

October 17, 2019

4:30 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**

- Report of Action, if any, from Closed Session

**16. Adjournment**

**ACTION**