



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Tuesday, September 21, 2021 3:00 p.m.

This meeting is being held pursuant to Executive Order N-25-20 issued by California Governor Gavin Newsom on March 12, 2020, and Executive Order N-29-20 issued by the Governor on March 17, 2020. All commission members will attend the meeting by phone or Zoom. Members of the public may participate via teleconference. The instructions for the public to attend the meeting are as follows:

[Join Zoom Meeting](#)

Meeting ID: 955 0978 8033

Passcode: 328292

Dial by your location

+1 669 900 9128 US (San Jose)

At the start of the meeting, the Commission Chair will ask if any attending members of the public wish to participate in the public comment section. The Chair will establish the order for public comments and enforce applicable time limits. The Chair will also explain how the technology will be used to enable each public comment participant to be heard by the Commission and other meeting attendees during his/her public comments.

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting
Tuesday, September 21, 2021 3:00 p.m.**

Please note that due to the remote nature of this meeting, any communications can be requested after the conclusion of the meeting by emailing Andrea Rivera at andrea.rivera@lmsvschools.org. The public may access our agenda material by visiting our Personnel Commission [webpage](#) under the Public PC Meeting Agenda Packets link.

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. Pledge of Allegiance**
- 3. Roll Call/Establishment of a Quorum**

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

ACTION SESSION

- 4. Approve the Agenda of the September 21, 2021 Regular Meeting**
- 5. Approve the Minutes of the August 17, 2021 Regular Meeting**

INFORMATION SESSION

6. 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.

7. Information Items

- District Update -
 - Assistant Superintendent, Human Resources, Dr. Ernesto Villanueva
 - Assistant Superintendent, Business Services, Jennifer Nerat
- CSEA Update – Chapter 419 President, Ahmad Swinton
- Personnel Update – Director, Classified Personnel, Andrea Rivera
- Personnel Commissioner Update – Personnel Commissioners

8. Recruitment Update – Tina Cano, HR Specialist

9. Rules & Regulations Update – Ali Junker, HR Analyst

10. Personnel Commission Meeting Logistics

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11. Next Meeting Date: Tuesday, October 19, 2021 – 3:00 p.m.

REPORTS OF STAFF

12. 2020 – 2021 Personnel Commission Annual Report

ACTION SESSION

13. Approval of 2020 – 2021 Annual Report for Submission to Board of Education

14. Board Appointee and CSEA Appointee Approve Jointly Appointed Commissioner Appointment/Reappointment Process

15. Approval of Proposed New Job Classification Instructional Materials Assistant with Salary Recommendation Step A \$17.48 per hour to Step F \$22.28 per hour

16. Approval of Revision to Occupational Therapist Job Description

17. Approve the Following Examination Announcements

- ESS Assistant Lead
- Health/Attendance Technician – Bilingual
- School Office Manager (continuous)
- Skilled Maintenance Worker II

18. Approve the Following Eligibility Lists

- Behavior Intervention Technician
- Campus Attendant
- ESS Paraprofessional – Special Education
- ESS Program Aide
- ESS Recreation Attendant
- Paraprofessional – Preschool
- Paraprofessional – Special Education

19. Approve to Extend the Following Eligibility Lists

- Senior Custodian

CLOSED SESSION

20. The Personnel Commission will adjourn to Closed Session pursuant to Government Code §54954.5

- Public Employee Performance Evaluation (Gov. Code §54957), Director, Classified Personnel

21. Adjournment

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In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Personnel Commission, please contact the Personnel Commission Office at (619) 668-5700. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Personnel Commission in advance of their meetings may be viewed at the Personnel Commission Office located at 4750 Date Avenue, La Mesa, California 91942. In addition, if you would like a copy of any record related to an item on the agenda, please contact Andrea Rivera, Director, Classified Personnel, at 619-668-5700, Ext. 6483 or email at andrea.rivera@lmsvschools.org