



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting Minutes

Tuesday, February 15, 2022 3:30 p.m.

Due to the COVID-19 pandemic and California's continued state of emergency, this meeting of the La Mesa-Spring Valley School District Personnel Commission will be held virtually using the Zoom application. Members of the public can attend the meeting on Zoom or over the phone per the instructions below:

*Via a computer or mobile device: [Join video conference](#)
Meeting ID: 896 9221 4444*

To join by telephone (instead of computer or mobile device): (669) 900-9128

Live, spoken public comments may be made during the allotted time on the personnel commission agenda. Please use the Raise Hand feature in Zoom to indicate that you would like to address the commission. Individual comments are limited to five (5) minutes. The time allotted for all public comments is fifteen (15) minutes.

The public may access our agenda material by visiting our Personnel Commission webpage under the Public PC Meeting Agenda Packets link.

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting
Minutes**

Tuesday, February 15, 2022 3:30 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. The meeting of the February 15, 2022 was called to order at 3:31 p.m. by Commission Chair Jeremy Martinson.**
- 2. The Pledge of Allegiance was led by Vice Chair Steve Babbitt.**
- 3. Roll Call/Establishment of a Quorum**

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

ACTION SESSION

- 4. Approve the Agenda of the February 15, 2022 Regular Meeting**

It was moved by Ridenour, seconded by Babbitt, to approve the agenda of the February 15, 2022 Regular meeting.

Patricia Ridenour-Aye

Steve Babbitt-Aye

Jeremy Martinson-Aye

Passed with three Ayes

- 5. Approve the Minutes of the January 18, 2022 Regular Meeting**

It was moved by Babbitt, seconded by Ridenour, to approve the minutes of the January 18, 2022 regular meeting.

Steve Babbitt-Aye

Patricia Ridenour- Aye

Jeremy Martinson-Aye

Passed with three Ayes

- 6. Adoption – Resolution 21 – 22 – 05 to Permit Temporary Teleconference Meetings During Identified State of Emergency Pursuant to AB 361 and Government Code 54953 (e)**

It was moved by Babbitt, seconded by Ridenour, to Adopt Resolution 21-22- 05 to Permit Temporary Teleconference Meetings During Identified State of Emergency Pursuant to AB 361 and Government Code 54953 (e)

Steve Babbitt-Aye

Patricia Ridenour- Aye

Jeremy Martinson-Aye

Passed with three Ayes

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INFORMATION SESSION

7. Items from the Floor

None

8. Information Items

- District Update –
 - Assistant Superintendent, Human Resources, Dr. Meg Jacobsen
 - Assistant Superintendent, Business Services, Jennifer Nerat, expressed her appreciation for the collaboration with PC staff and for making magic happen when filling so many vacancies. Nerat continued; and advised it is challenging to fill vacancies in this labor market. Nerat thanked the PC staff again. In addition, Nerat advised there has been a lot of good news from the Governor. However, more money means more staff, which brings challenges when staffing for new programs that will hopefully come to fruition.
- CSEA Update – Chapter 419 President, Ahmad Swinton
No update
- Personnel Update – Director, Classified Personnel, Andrea Rivera, advised it is time again to select a Classified Employee of the Year. She and Ali Junker, HR Analyst, are working with Classified Staff Council representatives to select site and department classified nominees. Rivera added this is always an exciting time of the year because it allows us to honor one another for all of the amazing work our classified peers accomplish. Rivera also advised, they are not requiring a minimum in terms of years of service for district-level submissions but for consideration at the county level, employees must have been employed with the district for five years.
- Personnel Commissioner Update – Personnel Commissioners
No update

9. Information Items

- Tina Cano, HR Specialist, advised they currently have 13 open recruitment with most of them being continuous. In addition, Cano added she is staying very busy with various written and oral examinations as they have been holding exams for Paraprofessional-Special Education and Paraprofessional-Preschool almost every week. Cano also advised, she will be wrapping up the 3rd round of oral exams for Executive Director, Facilities Management on Wednesday and she is hopeful she is able to secure panel members in the coming week or so for the Supervisor, Facilities & Custodial services and Gardener classifications.
- Ali Junker, HR Analyst, advised there has not been a significant change as far as the Paraprofessional-Special Education recruitment is concerned as there are still low numbers of applicants, and thankfully, Cano holds exams frequently. They try to hold at least two written exams weekly; one in the morning and one in the afternoon - to maximize possible participation. They have now filled 46 vacancies

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and have 19 approved to fill. Junker also advised she has been working diligently on their classification and reclassification work. She is currently working on several other cases aside from Ramona Aguirre's reclassification, on agenda. Junker added, she is working on a unique case of a child nutrition worker possibly working out of class; where the incumbent works at a site that is not one of their sites. The PC team conducted a site visit and she created follow-up questions and is currently going back and forth for clarification purposes prior to completing her analysis. In addition, she advised she is in the beginning stages of two other reclassification requests, a request from a manager for a new classification, and two more reclassification requests that are on deck when she is able to get to them. Junker advised she is working on a salary survey for the instruction job family which includes the paraprofessionals and the ESS family among other classifications. She added, this is one of the job families impacted considerably by the minimum wage increase.

10. Next Meeting Date: Tuesday, March 15, 2022 – 3:30 p.m.

ACTION SESSION

11. Approval of the Reclassification of Ramona Aguirre, Office Assistant II, to Student Data Technician, per Ed Code Section 45285 and PC Rules and Regulations 30.300.2 to 30.300.4, to be Effective July 1, 2020.

It was moved by Ridenour, seconded by Babbitt, to approve the Reclassification of Ramona Aguirre, Office Assistant II, to Student Data Technician, to be Effective July 1, 2020.

Patricia Ridenour-Aye

Steve Babbitt-Aye

Jeremy Martinson-Aye

Passed with three Ayes

12. Approve the Following Examination Announcements

- **Gardener**
- **Library & Learning Resources Technician**
- **School Office Assistant-Bilingual**

It was moved by Ridenour, seconded by Babbitt, to approve the Examination Announcements.

Patricia Ridenour-Aye

Steve Babbitt-Aye

Jeremy Martinson-Aye

Passed with three Ayes

13. Approve the Following Eligibility Lists

- **Campus Attendant-LMAAC**
- **Extended School Services Recreation Attendant**
- **Health/Attendance Technician**
- **Occupational Therapist**
- **Paraprofessional-Preschool**

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- **Paraprofessional-Special Education**

It was moved by Babbitt, seconded by Ridenour, to approve the Eligibility Lists.

Steve Babbitt-Aye

Patricia Ridenour- Aye

Jeremy Martinson-Aye

Passed with three Ayes

14. Adjournment

It was moved by Babbitt, seconded by Ridenour, to adjourn the meeting. Meeting adjourned at 3:50 p.m.

Steve Babbitt-Aye

Patricia Ridenour-Aye

Jeremy Martinson-Aye

Passed with three Ayes

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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