



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, January 12, 2023 3:30 p.m.

Education Service Center

Board Room

4750 Date Avenue, La Mesa, CA 91942

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting
Thursday, January 12, 2023 3:30 p.m.**

OPENING PROCEDURE

1. **The meeting of January 12, 2023, was called to order at 3:30pm by Commission Chair Steve Babbitt**
2. **Pledge of Allegiance**
3. **Roll Call/Establishment of a Quorum**

Steve Babbitt, Chair	x	present	absent
Jeremy Martinson, Vice Chair	x	present	absent
Barbara Pratt, Member	x	present	absent

ACTION SESSION

4. **Approve the Agenda of the January 12, 2023 Regular Meeting**
Motion by Martinson, seconded by Pratt, motion passed unanimously
5. **Approve the Minutes of the December 8, 2022 Regular Meeting**
Motion by Pratt, seconded by Martinson, motion passed unanimously

INFORMATION SESSION

6. Items from the Floor

- Scott Morris, Lead Maintenance Worker, discussed the impact this process has had on his department. He recapped what happened in Fall of 2021 during the absence of a director. Morris stated he didn't feel good about what transpired. He thanked the Personnel Commission for all the work they've done. He stated, "Let's learn from it and do better in the future." Morris requested meeting minutes pertaining to the Director, Maintenance, Operations at Facilities recruitment. Andrea Rivera, Director, Classified Personnel, advised the minutes are on the website for public display, with the exception of November 2022, due to be understaffed. Morris stated, "We rely on the Personnel Commission to do what the process is supposed to do. This process has affected many families." Martinson opened the floor for opinions on what the Personnel Commission (PC) could have done differently. Martinson continued, PC followed the advice of the attorney. He stated the PC is here to work for classified personnel. Morris stated the PC puts out the job description, conducts interviews and sends over the top three ranks from which the eligibility list is formed. From the eligibility list, PC rules and regulations state that you shall hire from the list. The PC agreed with this process. Martinson stated that the Personnel Commission does not have the authority to hire. Rivera confirmed that PC does not have the authority to make that decision. Morris stated that there are several lawsuits in PC districts where the PC has sued the school districts to enforce their rules and regulations. Rivera stated that the PC worked with the independent attorney and followed their guidance that a.) we should not nullify the eligibility list and b.) we can amend a job description within business requirements and c.) we do not have the ability in enforcing or requiring that the district make a decision on hiring. John Brooks, Lead Maintenance Worker, stated that he tested for a position in which he didn't qualify. Martinson urged all the hiring managers to put effort into reviewing the job description. Babbitt confirmed effort is required from the managers to review the job description prior to recruitment. This ordeal makes the PC look bad and that's not what they stand for.

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They are here for classified personnel, not the district. Ahmad Swinton, CSEA Chapter 419 President, stated that since the position was a management position; not a CSEA, therefore CSEA could not help with this position. Rivera stated that the job description should have been more informational and the hiring manager could have managed this more closely. Rivera explained the process. She stated that there is a lot of manager involvement every step of the recruitment process. Pratt asked what if a hiring manager doesn't include something in their job description. Rivera stated that this was an unfortunate situation and if it becomes a recurring pattern, then it needs to be remedied. Babbitt emphasized Rivera's statement of remedy if recurring issue. Mark Regos, President of Cajon Valley CSEA was present at the meeting. Swinton stated that a similar situation happened in his district. Regos stated that the integrity of the process is what is at stake here. Rivera stated that we had five ranks, not three. Babbitt thanked Regos for his attendance and let everyone know that the commissioners will be vigilant. Martinson said the PC is accessible. He welcomed calls to the PC for future issues. Pratt thanked Martinson for opening this issue up for discussion, which usually is not done in this setting. Babbitt thanked Morris with his positive attitude through all of this.

7. Information Items

- District Update
Assistant Superintendent, Human Resources, Dr. Meg Jacobsen-not present
Assistant Superintendent, Business Services, Jennifer Nerat-not present
- CSEA Update – Chapter 419 President, Ahmad Swinton, advised he is looking forward and excited to see the data coming out of the study for the instructional family, especially for our paraprofessionals and paraprofessional-special education. Swinton added, there needs to be a paradigm shift for that classification of people to make us cutting edge in the decisions we make for them. Swinton stated he would not be able to go to the CSPCA conference due to a regional representative intensive training in San Diego.
- Personnel Update – Director, Classified Personnel, Andrea Rivera, advised the recruitment has concluded for the HR Specialist vacancy in PC and they should have a new staff member for the next meeting. Rivera added Ali Junker, HR Analyst, is heavily recruiting for Paraprofessional-Special Education and the team will have some new recruitments coming up including Contracts Analysts in the purchasing department.
 - Classification and Compensation Study Update- Rivera advised they have worked through all of the virtual interviews for the instruction family with a target of receiving preliminary data by the end of January. They are still working through interviews for the remaining job families, with six of the eleven job families having completed interview scheduling.
 - Classified Employee of the Year - Rivera added they often receive a short turnaround from SDCOE, so Junker is being proactive and getting a head start getting information out to School Office Managers to get information out rather than Classified Staff Council representatives. Information to be sent out soon.
- **Personnel Commissioner Update – Personnel Commissioners**
Martinson advised he is looking forward to the conference and also encouraged employees to reach out to the commissioners so they can hear about concerns as they arise. Pratt inquired about the possibility of distributing information on the

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website to let people know the commissioners are available to listen to them. Rivera advised that email addresses of all commissioners are posted to the personnel commission webpage.

ACTION SESSION

8. Approval of Revision to Director, Maintenance, Operations, & Facilities Job Description

It was moved by Martinson, seconded by Pratt, motion passed unanimously.

9. Approve the Following Examination Announcements

- Contracts Analyst
- Director, Maintenance, Operations & Facilities

It was moved by Pratt, seconded by Martinson, motion passed unanimously.

10. Approve the Following Eligibility Lists

- Campus Attendant – La Mesa Dale
- Campus Attendant – Loma
- Campus Attendant – Spring Valley Academy
- Campus Attendant – STEAM Academy
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Paraprofessional-Special Education

It was moved by Pratt, seconded by Martinson, motion passed unanimously.

11. Adjournment at 4:17pm

It was moved by Martinson, seconded by Pratt, motion passed unanimously. Meeting adjourned at 4:17pm.

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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