



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, May 11, 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, May 11, 2023 3:30 p.m.**

OPENING PROCEDURE

1. Call to Order - 3:30pm
2. Roll Call/Establishment of a Quorum

Steve Babbitt, Chair	x	present	<input type="checkbox"/>	absent
Jeremy Martinson, Vice Chair	x	present	<input type="checkbox"/>	absent
Barbara Pratt, Member	x	present	<input type="checkbox"/>	absent

ACTION SESSION

3. The meeting of May 11, 2023 was called to order at 3:30pm by Commission Chair, Steve Babbitt
4. Pledge of Allegiance was led by Barbara Pratt
5. Approve the Agenda of the May 11, 2023 Regular Meeting
It was moved Barbara Pratt, seconded by Jeremy Martinson, motion passed unanimously.
6. Approve the Minutes of the April 13, 2023 Regular Meeting
It was moved Barbara Pratt, seconded Jeremy Martinson, motion passed unanimously.

HEARING SESSION

1. Public Hearing: 2023 – 2024 Personnel Commission Budget
None
2. Public Comment
None

INFORMATION SESSION

7. Items from the Floor
No items on the floor
8. Information Items
 - **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
 - The Classification and Compensation study: The consultants have provided three options for proposed salary plans to address the ranges that fall below minimum wage.
 - We are currently in the exam development phase for three recruitments; two are being built from the ground up and one is a redesign with the new manager. We work very closely with the hiring managers every step of the process to ensure they feel the exam will produce successful candidates.

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- **District Update – Human Resources Consultant, Human Resources, Guido Magliato reported on behalf of Dr. Meg Jacobsen:**
 - Reminder the Retirement and Recognition Celebration is next week, May 18, from 4:30 p.m. – 6: 00 p.m. at the La Mesa Community Center.
 - HR had some struggles with staff needing to be out for personal reasons but working through busy spring hiring season.
 - Advised he has appreciated all of the collaboration with the Personnel Commission staff. PC staff always works really hard to get things done while juggling so many tasks. He advised he is impressed with the amount of work that both the PC & HR teams are able to accomplish.

- **CSEA Update – Chapter 419 President, Ahmad Swinton reported:**
Not present

REPORTS OF STAFF

9. Proposed 2023 – 2024 Personnel Commission Budget

Rivera advised there were no changes to the proposed budget since the first reading.

ACTION SESSION

10. Approval to Adopt the Proposed 2023 – 2024 Personnel Commission Budget

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

11. Approval of Proposed New Job Classification: Purchasing Manager with Salary Recommendation Step A \$48.50 per hour to Step F \$61.41 per hour

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

12. Approve the Following Examination Announcements

- Behavior Intervention Technician
- Campus Attendant – Lemon
- Campus Attendant – Northmont
- Central Kitchen Cook
- Elementary School Kitchen Manager II
- Paraprofessional
- Paraprofessional-Preschool

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

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13. Approve the Following Eligibility Lists

- Business Services/Budget Analyst
- Campus Attendant – Highlands
- Extended School Services Assistant Lead
- Health/Attendance Technician
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Paraprofessional – Special Education
- School Office Assistant – Bilingual
- School Office Manager
- School Office Manager – Bilingual

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

14. Adjournment at 3:51 p.m.

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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