



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, November 9, 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, November 9, 2023 3:30 p.m.

OPENING PROCEDURE

1. The meeting of November 9, 2023 was called to order at 3:32pm by Commission Chair Steve Babbitt
2. Pledge of Allegiance was led by Jeremy Martinson
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 November 9, 2023 Regular Meeting
It was moved by Barbara Pratt, seconded by Jeremy Martinson, motion passed unanimously
5. Approve the Minutes of the September 14, 2023 Regular Meeting
It was moved by Barbara Pratt, seconded by Jeremy Martinson, motion passed unanimously

INFORMATION SESSION

6. Items from the Floor
No items on the floor

7. Information Items

- **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
Staffing:
 - Ali is out on vacation; we hope she has an enjoyable and restful vacation and we will keep momentum going in her absence.
 - New Office Assistant II, Daisy Mora, began after fall break. She is not new to the district but new to us. Started in ESS, promoted to paraprofessional-special education and eventually transitioned to be the office assistant II in special education before coming to us. We are excited to have her join the team and she's already proving to be a great addition.Recruitment:
 - Staff has been busy with recruitment; we have a record of 29 eligibility lists for approval this afternoon.
 - No slowdown in the forecast as we anticipate will be opening 2-3 more recruitments in the coming weeks.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported**
 - Next week is parent conference week
 - Met with Bargaining teams this past month.
 - Ratified certificated calendars
 - Bargaining with CSEA for classified calendars
 - Assistant Superintendent, CBO, Jen Nerat resigned. Tina Douglas will join us November 27, 2023 as our new CBO.
 - Plan to start salary discussions in January with both bargaining teams.
 - CSEA just ratified the para hiring and retention incentive. First installment of payments begins in December.

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- **CSEA Update – Chapter 419 President, Ahmad Swinton reported**
 - Will be attending regional meeting
 - Just ratified two MOUs
 - Recruitment stipend for paraprofessionals
 - GPS Devices MOU
 - First time using online balloting.
 - 109 ballots cast, most ever for our chapter
 - Elections will be online so more people have the opportunity to vote
 - Holding elections for executive board
 - Plan to take nominations at our next board meeting
 - Excited to add the new supervisor position to the maintenance department.
- **Personnel Commissioner Update – Personnel Commissioners reported:**
 - No updates to share.
 - Steve Babbitt pleased to see AB1699 vetoed by the state of California.

8. **Next Meeting Date: December 14, 2023 – 3:30 p.m.**

REPORTS OF STAFF

9. **2022 – 2023 Personnel Commission Annual Report**
- Rivera provided a presentation of the 2020-2021 Annual Report

ACTION SESSION

10. **Approval of 2022 – 2023 Annual Report for Submission to Board of Education**
It was moved by Barbara Pratt, seconded by Jeremy Martinson, motion passed unanimously to approve submission of the 2020-2021 Annual Report to the Board of Education.

11. **Approval of Proposed New Job Classification: Maintenance & Operations Manager with Salary Recommendation Step A \$48.50 per hour to Step F \$61.41 per hour**
It was moved by Barbara Pratt, seconded by Jeremy Martinson, motion passed unanimously

12. **Approval of the 2024 Personnel Commission Regular Meeting Schedule**

January 18, 2024	3:30 p.m.
February 15, 2024	3:30 p.m.
March 14, 2024	3:30 p.m.
April 11, 2024	3:30 p.m.
May 9, 2024	3:30 p.m.
June 6, 2024	3:30 p.m.
July 18, 2024	3:30 p.m.
August 15, 2024	3:30 p.m.
September 12, 2024	3:30 p.m.
October 17, 2024	3:30 p.m.
November 14, 2024	3:30 p.m.
December 12, 2024	3:30 p.m.

It was moved by Barbara Pratt, seconded by Jeremy Martinson motion passed unanimously

13. **Approve the Following Examination Announcements**

- Campus Attendant – Casa De Oro
- Campus Attendant – Highlands
- Campus Attendant – Lemon Ave
- Custodian

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- Dispatcher
- Gardener
- Health/Attendance Technician
- IT Help Desk Technician
- Paraprofessional
- Paraprofessional-Preschool
- Paraprofessional Special Education-Communication Facilitator
- Purchasing Manager
- School Bus Attendant
- School Office Assistant
- School Office Manager
- School Office Manager - Bilingual
- Supervisor, Facilities & Custodial Services
- Supervisor, Gardening & Groundskeeping
- Transportation Scheduler/School Bus Driver

It was moved by Barbara Pratt seconded by Jeremy Martinson motion passed unanimously

14. Approve the Following Eligibility Lists

- Assistant Superintendent, Business Services
- Campus Attendant – Casa De Oro
- Campus Attendant – Fletcher Hills
- Campus Attendant – Highlands
- Campus Attendant – Kempton
- Campus Attendant – Lemon Ave
- Campus Attendant – Loma
- Campus Attendant – Maryland Ave
- Campus Attendant – Northmont
- Campus Attendant – Rolando
- Campus Attendant – STEAM Academy
- Extended School Services Assistant Lead
- Extended School Services Paraprofessional-Special Education
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Gardener
- Human Resources Technician
- Information Technology Support Specialist
- Information Technology Support Technician
- Paraprofessional
- Paraprofessional – Preschool
- Paraprofessional – Special Education
- Parent/Community Liaison
- Purchasing Manager
- School Bus Attendant
- School Office Manager – Bilingual
- Supervisor, Gardening & Groundskeeping
- Supervisor, Facilities & Custodial Services

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- Transportation Scheduler/School Bus Driver

It was moved by Barbara Pratt, seconded by Jeremy Martinson motion passed unanimously

15. Adjournment

It was moved by Barbara Pratt, seconded by Jeremy Martinson motion passed unanimously to adjourn at 4:10p.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