

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting**  
**Thursday, October 18, 2018 12:30 p.m.**  
**Minutes**

**OPENING PROCEDURE**

**1. The meeting of October 18, 2018 was called to order at 12:35 p.m. by Chairperson Patricia Ridenour.**

**2. Commissioner Roll Call/Establishment of a Quorum**

Patricia Ridenour, Chair	x	present	<input type="checkbox"/>	absent
Arashmidos Monjazeab	x	present	<input type="checkbox"/>	absent
Steve Babbitt	x	present	<input type="checkbox"/>	absent

**3. Pledge of Allegiance was led by Commissioner Steve Babbitt.**

**ACTION SESSION**

**4. Approve the Agenda of the October 18, 2018 Regular Meeting** **ACTION**  
*Motion by Monjazeab, second by Babbitt. Motion passed unanimously*

**5. Approve Minutes of June 21, 2018 Regular Meeting** **ACTION**  
*Motion by Babbitt, second by Monjazeab. Motion passed unanimously*

**6. Approve Minutes of the July 19, 2018 Regular Meeting** **ACTION**  
*Motion by Monjazeab, second by Babbitt. Motion passed unanimously*

**7. Request approval to send Personnel Commission Staff and Commissioners to the Annual CSPCA Conference from February 7-10, 2019.** **ACTION**  
*Motion by Monjazeab, second by Babbitt. Motion passed unanimously*

**8. Approve the Following Examination Announcements** **ACTION**

- Accounting Assistant
- Community Services Facilitator
- Custodian
- Extended School Services Assistant Lead (promotional only)
- Library & Learning Resources Technician

*Motion by Babbitt, second by Monjazeab. Motion passed unanimously*

**9. Approve the Following Eligibility Lists** **ACTION**

- Child Nutrition Services I
- Child Nutrition Services II
- Community Services Facilitator
- Custodian
- Executive Assistant I, Student Supports
- Extended School Services Program Aide
- Library & Learning Resources Technician
- Paraprofessional-Preschool
- Paraprofessional-Special Education

*Motion by Babbitt, second by Monjazeab. Motion passed unanimously*

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting**  
**Thursday, October 18, 2018 12:30 p.m.**  
**Minutes**

**10. Approve the Regular Personnel Commission Meeting Schedule** **ACTION**

January 17, 2019	12:30 p.m.
February 21, 2019	12:30 p.m.
March 21, 2019	12:30 p.m.
April 11, 2019	5:00 p.m.
May 16, 2019	12:30 p.m.
June 20, 2019	12:30 p.m.

Motion by Babbit, second by Monjazez. Motion passed unanimously

**INFORMATION SESSION**

**11. Expiration of Personnel Commission Joint Appointee Term** **INFORMATION**

Dr. Monjazez would like to renew his term as a Personnel Commissioner.

**12. Training and Learning Cooperative Update** **INFORMATION**  
**(TLC – formerly known as C-TAC)**

Ali Junker, Human Resources Analyst, disseminated a pamphlet to all commissioners outlining upcoming District trainings that are currently being developed. In addition, she spoke about the success of the CPR/First Aid trainings that has been implemented in order to bring many of our classifications into compliance with the minimum requirements of their positions.

**13. Recruitment and Selection Update** **INFORMATION**

Tina Cano, Human Resources Specialist advised that she has been very busy with many recruitments. She spoke of the efforts of the Personnel Commission staff to expedite the examination timeline for the Paraprofessional-Special Education classification in order to meet the demand of numerous vacancies. Cano added that 49 eligible candidates have been certified on the eligibility list this fiscal year with 22 candidates hired.

**14. Items from the Floor** **INFORMATION**

T.R. Lin, representative from California School Personnel Commissioners Association, presented a pamphlet on the upcoming Merit Academy. Lin invited Babbitt to register.

**15. Information Items**

- District Update – Assistant Superintendent, Human Resources, Tina Sardina  
No Update
- CSEA Update – Chapter 419 President, Ahmad Swinton  
No Update
- Personnel Update –Director, Classified Personnel, C. Xavier Thomas, advised that he will provide the annual report at the next Personnel Commission meeting. Thomas acknowledged the hard work of Junker and Cano.
- Personnel Commissioner Update – Personnel Commissioners –  
Ridenour expressed her concerns about the absence of District administration at the Personnel Commission meetings and requested that Thomas draft a letter to District Administration inviting them to attend upcoming Personnel Commission meetings.

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting**  
**Thursday, October 18, 2018 12:30 p.m.**  
**Minutes**

**16. Regular Personnel Commission Meeting Schedule**

**INFORMATION**

November 15, 2018	12:30 p.m.
December 20, 2018	12:30 p.m.

**17. The Personnel Commission will Adjourn to Closed Session Pursuant to Government Code 54957(b)**

- Employment of the Director, Classified Personnel.

**18. Reconvene to Open Session**

- Report of Action, if any, from Closed Session

**19. Adjournment**

**ACTION**

Motion by Ridenour, second by Monjazeab. Motion passed unanimously. Meeting adjourned 1:55 p.m.