



**La Mesa-Spring Valley Schools**  
**Personnel Commission**

**Regular Meeting**

**Thursday, December 20, 2018 2:00 p.m.**

**Education Service Center**

**Board Room**

**4750 Date Avenue, La Mesa, CA 91942**

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting  
Thursday, December 20, 2018 2:00 p.m.**

**OPENING PROCEDURE**

1. **The meeting of December 20, 2018 was called to order at 2:00 p.m. by Commissioner Patricia Ridenour.**

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

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

3. **Pledge of Allegiance**

The Pledge of Allegiance was led by Patricia Ridenour

4. **Introductions**

All in attendance were introduced.

**ACTION SESSION**

5. **Approve the Agenda of the December 20, 2018 Regular Meeting As Amended** **ACTION**

Motion by Ridenour second by Babbitt. Motion passed unanimously

6. **Approve Minutes of the November 15, 2018 Regular Meeting** **ACTION**

Motion by Babbitt second by Ridenour. Motion passed unanimously

7. **Approve Minutes of the December 04, 2018 Special Meeting** **ACTION**

Motion by Babbitt second by Rideonour. Motion passed unanimously

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

- Campus Attendant (continuous)
- Extended School Services Recreation Attendant (continuous)
- School Office Manager

Motion by Babbitt second by Ridenour. Motion passed unanimously

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

- Administrative Assistant I
- Elementary School Kitchen Manager I
- Extended School Services Program Aide
- Skilled Maintenance Worker II

Motion by Ridenour second by Babbitt. Motion passed unanimously

**INFORMATION SESSION**

10. **Recruitment and Selection Update**

**INFORMATION**

Tina Cano, Human Resources Specialist, advised that she is currently working on a Campus Attendant recruitment for STEAM and plans to reopen the School Office Manager recruitment to draw more English/Spanish bilingual candidates in order to provide a strong bilingual candidate pool for any hiring managers whose site has a need for a bilingual School Office

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Manager. Cano continued, she arranged a meeting between principals and Personnel Commission staff to provide information regarding the current School Office Manager recruitment and the merit system process. During the meeting a lot of valuable information was exchanged between Personnel Commission staff and the principals. Cano advised she used testing ideas from the principals in the creation of the written and oral examinations. She expressed that she felt it was a positive meeting and all in attendance understood the process moving forward.

**11. Items from the Floor**

**INFORMATION**

No items from the floor

**12. Information Items**

- District Update – Assistant Superintendent, Human Resources, Tina Sardina, advised the summer assistance program was recently bargained and an email with the details of this program was sent to all district employees. Sardina advised Cabinet is looking at various scenarios to reduce the budget by \$5 million. Sardina discussed recent reduction in playground supervision at the school sites.
- CSEA Update – Chapter 419 President, Ahmad Swinton  
No Update
- Personnel Update –Director, Classified Personnel, C. Xavier Thomas, advised the various payments for the CSPCA are either paid or in the process of being paid.
- Personnel Commissioner Update – Personnel Commissioners  
Ridenour expressed her delight with a recent LMAAC Choral Performance she recently attended. She thought the production was very professional.

**13. Regular Personnel Commission Meeting Schedule**

**INFORMATION**

January 17, 2019	2:00 p.m.
February 21, 2019	2:00 p.m.
March 21, 2019	2:00 p.m.
April 11, 2019	5:00 p.m.
May 16, 2019	2:00 p.m.
June 20, 2019	2:00 p.m.

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

- Employment of the Director, Classified Personnel.

**15. Reconvene to Open Session**

- No Report

**16. Adjournment**

**ACTION**

*Motion by Babbitt, second by Ridenour. Motion passed unanimously. Meeting adjourned at 4:30 p.m.*