



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, April 11, 2024 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

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OPENING PROCEDURE

1. Call to order at 3:03 by Commission Chair, Steve Babbitt
2. Pledge of Allegiance was led by Barbara Pratt
3. Roll Call/Establishment of a Quorum

| | | |
|------------------------------|---|---------------------------------|
| Steve Babbitt, Chair | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Jeremy Martinson, Vice Chair | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Barbara Pratt, Member | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |

CLOSED SESSION

4. The Personnel Commission will adjourn to Closed Session
 - Public Employee Performance Evaluation (Gov. Code §54957), Director, Classified Personnel
5. Recess Until Regular Session at 3:30 p.m.
 - *Nothing to report out from closed session.*

ACTION SESSION

6. Reconvene Meeting – 3:31 p.m.
7. Pledge of Allegiance was led by Jeremy Martinson
8. Approve the Agenda of the April 11, 2024 Regular Meeting
It was moved by Pratt, seconded by Martinson, motion passed unanimously

INFORMATION SESSION

9. Items from the Floor
 - No items
10. Information Items
 - **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
 - Rivera reported that her team is closing in on the 100 mark for number of Paraprofessional – Special Education vacancies filled this year. Rivera expects her team will hit that number in the next few days. It's an unprecedented number of positions filled and speaks volumes about the work they have done so far this year.
 - Rivera reports that there will be no recruitment for the Campus Attendant position in the spring time for elementary school sites. Rivera expects most vacancies will be at the middle school sites. Rivera states that we will be seeing recruitments for all middle schools over the next few months as we receive vacancies to fill.
 - Rivera reports that she has completed the analysis of the Extended School Services job descriptions in the Instruction family and that she has shared them with the Extended School Services Manager for feedback. With the Extended School Services completed, Rivera states that she will now move onto the next family, Transportation followed by Child Nutrition. Rivera is anticipating receiving the remaining job families from Rick, our consultant, as previously promised. Rivera states that she reached out to the consultant to see if they were still on target to receiving the information, but has yet to receive a response.
 - **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
 - Jacobsen states that there were many classified personnel working over Spring Break to keep the work flowing. She mentioned her gratitude for the work that

La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting

Thursday, April 11, 2024 3:30 p.m.

Rivera and her team are doing for the global study. Jacobsen anticipates being able to bring more job descriptions to a future bargaining session.

- Jacobsen reports that there is a lot of motion with the 6th grade transition from elementary schools to middle schools. Jacobsen also mentioned that it is Certificated staff hiring season.
 - Jacobsen mentioned that she and her team have a good idea as to what the 6th grade enrollment looks like and can see the biggest growth at the Parkway Middle School Site.
 - Jacobsen states that she is finished with the certificated staff transition and is now looking at the classified staff, moving staff appropriately based on enrollment and staffing needs.
 - Jacobsen also notes the major work that some of our classified employees will be doing over the summer with this transition. She highlights the major projects that the warehouse and custodians will have with this transition.
- **CSEA Update – Chapter 419 President, Ahmad Swinton reported:**
 - Swinton expressed his excitement to begin ratifying the first batch of job descriptions with members of CSEA. Swinton stated that CSEA will be having an informational meeting on April 24th. Swinton also expressed his excitement about introducing the position of Paraprofessional – Music, and going over the Instructional Media Specialist position as well as the Wellness Coach position.
 - Swinton mentioned that he and Carlos Esparza, Chapter 419 Vice President, had a great time at the CSPCA conference.
 - **Personnel Commissioner Update – Personnel Commissioners reported:**
 - Steve Babbitt, Commissioner Chair, expressed his concerns regarding AB – 2088.

11. First Reading of the Proposed Per Comm Budget

- Rivera detailed the proposed budget for the Personnel Commission for the fiscal year 2024 – 2025.

12. Next Meeting Date: May 21, 2024 – 3:30 p.m.

CONSENT AGENDA ACTION SESSION

The Commission considers all matters listed under the Consent Agenda to be routine and will adopt them in one motion. There will be no discussion on these items before the Commission votes on the motion unless a commissioner requests that a specific item(s) be discussed and/or removed from the Consent Agenda.

13. Approval of Revision to Supervisor, Transportation Job Description

14. Approval of Revision to Director, Child Nutrition Job Description

15. Approve the Minutes of the March 14, 2024 Regular Meeting

16. Approve the Following Examination Announcement

- Campus Attendant – Maryland Ave
- Campus Attendant – Lemon Ave
- Campus Attendant – Spring Valley Academy
- Child Nutrition Services II
- Behavior Intervention Technician

17. Approve the Following Eligibility Lists

- Campus Attendant – Casa De Oro
- Campus Attendant – La Mesa Dale
- Campus Attendant – Murdock
- Campus Attendant – Northmont
- Extended School Services Paraprofessional-Special Education

La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting

Thursday, April 11, 2024 3:30 p.m.

- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Instructional Media Specialist
- Paraprofessional
- Paraprofessional – Preschool
- Paraprofessional – Special Education
- Payroll Benefit Technician
- School Office Assistant – Bilingual

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

1. Adjournment

Babbitt adjourned the meeting at 3:59.

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