



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, November 21, 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
Thursday, November 21, 2024 3:30 p.m.**

OPENING PROCEDURE

1. **The meeting of November 21, 2024 was called to order at 3:34 p.m. by Commission Chair, Steve Babbitt**
2. **Pledge of Allegiance was led by Commissioner 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

ACTION SESSION

4. **Approve the Agenda of the November 21, 2024 Regular Meeting**
It was moved by Pratt, seconded by Martinson, motion passed unanimously

HEARING SESSION

5. **Public Hearing: Appointment of Personnel Commissioner**
6. **Public Comment**
 - None

INFORMATION SESSION

7. **Items from the Floor**
 - No items
8. **Information Items**
 - **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
 - Rivera stated that her team has many recruitments open. They will be very busy as they enter the holiday season. Rivera mentioned that her team encounters scheduling challenges during this time due to rater scheduling constraints. She noted that this may cause slightly longer recruitment timelines but nothing that will significantly impact the overall recruitment efforts.
 - Rivera reported that her team has filled a total of 48 Paraprofessional – Special Education positions so far this year.
 - Rivera and Ali Junker, Human Resources Analyst, attended the annual Grossmont Cuyamaca Community College District (GCCCD) Career Advisory Board Meeting to network and work towards making district job opportunities more visible to community college students. The GCCCD Career Advisory Board meets annually and is managed by its career and technical education and workforce development department. This group aims to connect employers to their student population looking for work. Rivera stated that her team is new to this new networking opportunity but she believes that any strides taken towards helping advertise the district job opportunities seem beneficial to La Mesa-Spring Valley Schools.

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- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported (Reported by Rivera on Jacobsen’s behalf):**
 - Rivera reported that at last week’s board meeting, the governing board voted to authorize advanced step placing Paraprofessional – Special Education new hires at Step D on the salary schedule to assist with recruitment and retention efforts. Rivera stated in addition to the advanced placement of new candidates, all existing employees in this classification will be advanced to Step D on the salary schedule if they are not already at that step. These changes will be effective January 1, 2025.
 - Rivera reported that at last week's board meeting, the board approved an agreement with Public Agency Retirement Services (PARS) to offer a retirement incentive to eligible non-management employees. She mentioned that the incentive will offer eligible employees a tax-qualified annuity that is equal to 50% of their final year of salary, paid out according to the options selected by the employee. Rivera stated to receive the incentive, eligible employees would have to agree to resign from the district, effective at the end of the current school year.

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

- **Personnel Commissioner Update – Personnel Commissioners reported:**
 - None

9. First Reading of the Proposed 2024 Personnel Commission Regular Meeting Schedule

January 16, 2025	3:30 p.m.
February 20, 2025	3:30 p.m.
March 20, 2025	3:30 p.m.
April 24, 2025	3:30 p.m.
May 22, 2025	3:30 p.m.
June 12, 2025	3:30 p.m.
July 17, 2025	3:30 p.m.
August 21, 2025	3:30 p.m.
September 18, 2025	3:30 p.m.
October 16, 2025	3:30 p.m.
November 20, 2025	3:30 p.m.
December 11, 2025	3:30 p.m.

10. Next Meeting Date: December 12, 2024 – 3:30 p.m.

ACTION SESSION

11. Appointee of the Governing Board and the Appointee of the Classified Employees appoint Jeremy Martinson to the December 1, 2024 – December 1, 2027 Term

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

12. Approval of Staff to attend the 2025 CSPCA Conference, March 16th- 18th at the Napa Valley Marriott

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

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CONSENT AGENDA ACTION SESSION

13. Approve the Minutes of the October 17, 2024 Regular Meeting

14. Approve the Following Examination Announcement

- Campus Attendant – Elementary Schools
- Campus Attendant – Middle Schools
- Executive Director, Extended Student Services and Expanded Learning Opportunity Program
- Extended School Services Assistant Lead
- Gardener
- Lead Maintenance Worker
- Library and Learning Resources Technician
- Paraprofessional/Paraprofessional – Preschool
- Payroll and Benefits Technician
- Paraprofessional Special Education – Communication Facilitator
- Supervisor, Extended School Services
- Supervisor, Human Resources

15. Approve the Following Eligibility Lists

- Child Nutrition Services II
- Executive Director, Facilities Planning & Construction
- Extended School Services Assistant Lead
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Gardener
- Head Custodian
- Paraprofessional – Special Education

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

16. Adjournment

Babbitt adjourned the meeting at 3:53 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