

**LOS ANGELES UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
AGENDA / ORDER OF BUSINESS**

Council Meeting

TUESDAY, NOVEMBER 12, 2024
10:00 A.M., VIA ZOOM

Personnel Commission Meeting

THURSDAY, NOVEMBER 21, 2024
3:00 P.M., 12-192
BEAUDRY BUILDING, 12TH FLOOR



1. Convene regular meeting. Roll call.
2. Approval of minutes of the meeting of October 17, 2024.
3. Receipt of minutes of the meeting of November 7, 2024.
4. Public Comment

NOTE: Public comment is for the purpose of hearing issues that are not addressed in staff or Hearing Officer reports. This time should not be used to attempt to re-hear the case. Speakers are requested to limit their comments to 1-1½ minutes with a maximum of 3 minutes for multiple speakers on the same side of an issue. It is preferable that individuals wishing to address these cases do so by submitting a written statement to staff by the close of business on the Thursday preceding the Commission hearing.

CONSENT ITEMS (5-8)

5. Ratification of Reclassification by Director's Approval: **APPROVED**
 - a. Various positions in the Division of Special Education, from Special Education Trainee (\$24.85827-\$30.17208/hr.) to Special Education Assistant (\$27.33434-\$33.26018/hr.), effective October 28, 2024. (RDA 1860, Instructional Assistance Series)
 - b. Various positions in the Division of Special Education, from Special Education Trainee (\$24.85827-\$30.17208/hr.) to Special Education Assistant (\$27.33434-\$33.26018/hr.), effective October 30, 2024. (RDA 1861, Instructional Assistance Series)
 - c. Various positions in the Division of Special Education, from Special Education Trainee (\$24.85827-\$30.17208/hr.) to Special Education Assistant (\$27.33434-\$33.26018/hr.), effective November 5, 2024. (RDA 1862, Instructional Assistance Series)

6. Approval of Class Descriptions recommended, effective November 21, 2024: **APPROVED**

Early Education Center Aide I (Restricted)
Early Education Center Aide (Cantonese Language) (Restricted)
Early Education Center Aide (Spanish Language) (Restricted)
Integrated Pest Management Program Coordinator
Pest Management Technician
Senior Pest Management Technician

7. Authorization of Field of Competition in forthcoming examinations: **APPROVED**

<u>Class Title</u>	<u>Recommendation</u>
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Early Education Center Aide I (Restricted) (\$22.90294-\$24.22767/hr.)	Open.
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Early Education Center Aide (Cantonese Language) (Restricted) (\$22.90294-\$24.22767/hr.)	
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Early Education Center Aide (Spanish Language) (Restricted) (\$22.90294-\$24.22767/hr.)	
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Class Descriptions dated November 21, 2024.

Director of Architectural and Engineering Services (\$15,140.34-\$18,764.47/mo.)	
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Open; also promotional for all regular or retired employees of the District who meet the entrance qualifications specified in the Class Description and who have served at least 130 paid days in regular status in the Classified Service or have permanent status in the Certificated Service. Dual Certification.	
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Class Description dated July 28, 2014.	
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Integrated Pest Management Program Coordinator (\$46.24996-\$56.83411/hr.)	
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Pest Management Technician (\$32.49975-\$39.71464/hr.)	
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Senior Pest Management Technician (\$35.20606-\$43.09866/hr.)	
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Class Descriptions dated November 21, 2024.

8. It is recommended that the following reclassification actions be ratified: **APPROVED**

Food Service Manager I to Food Service Manager IV (Case 12645)

9. Recess to Closed Session in Accordance with Provisions of the Government Code (Section 54957) to Consider:

A. Examination Appeals

10. Reconvene Regular Session and report of actions taken in Closed Session.

11. Consideration of the recommendation of Staff on the Examination Appeals for:

Information Systems Business Coordinator (R.B., Case 0312)
Project Engineer (A.G., Case 0313)
Project Engineer (H.N., Case 0314)
Project Engineer (L.T., Case 0315)
Senior Resident Construction Engineer (M.S., Case 0316)
Technical Specialist (N.E., Case 0317)

Please send an email to Suzanne Morrow (suzanne.morrow@lausd.net) if you intend to address the Commissioners at this meeting including the item that you wish to discuss.

The Los Angeles Unified School District Personnel Commission, in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access and/or participate in Personnel Commission meetings to please contact the Personnel Commission (suzanne.morrow@lausd.net) or District office at (213) 241-7800. Please contact the District as soon as possible before the scheduled Personnel Commission meeting to ensure that the Commission or District may assist you.

If you will require translation services at this meeting, please contact Suzanne Morrow 48 hours in advance. If you are unable to notify us of the need for translation services 48 hours in advance of the meeting, your item will be postponed.

LOS ANGELES UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

CLASS DESCRIPTION

	Class Codes	Unit
EARLY EDUCATION CENTER AIDE I (Restricted)	4520	B
EARLY EDUCATION CENTER AIDE (CANTONESE LANGUAGE) (Restricted)	4522	B
EARLY EDUCATION CENTER AIDE (SPANISH LANGUAGE) (Restricted)	4521	B

DEFINITION

Assists a teacher or other certificated employee in an Early Education Center by assisting in preparing and conducting instructional activities, working with children, managing and redirecting behavior, and performs related manual and clerical tasks.

TYPICAL DUTIES

Assists a teacher in the supervision and implementation of developmental instructional activities for preschool and/or school-age children.
Assists in providing experiences to promote the physical, intellectual, emotional, social, and language development of children.
Organizes and implements small group activities according to a teacher's lesson plan.
Sets up indoor/outdoor instructional materials and equipment according to a teacher's lesson plans.
Monitors and enforces safety rules and appropriate standards of behavior.
Prepares instructional displays, and materials under the direction of a teacher.
Accompanies children on curricular trips.
Conducts daily health screening of children.
Attends to, as needed, to students' hygienic needs by diapering, changing soiled clothes, and supporting toilet training.
Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Early Education Center Aide I performs beginning level work of gradually increasing responsibility in assisting in meeting the developmental and educational needs of children. Employees in restricted classes are employed in accordance with Personnel Commission Rule 518. Incumbents of bilingual classes communicate in the designated non-English language in performing the same duties as an Early Education Center Aide I.

An Infant Care Aide assists a School Nurse or a teacher in attending to the needs of infants and young children and performs housekeeping and related duties.

SUPERVISION

Immediate supervision is received from a certificated employee, usually a teacher. No supervision is exercised over District employees.

CLASS QUALIFICATIONS

Knowledge of:

Safety rules, hygiene habits, and conditions which affect children
Standards of courtesy and behavior expected of children
Correct English grammatical usage
Appropriate appearance and cleanliness
Appropriate manner including good judgment and tact
Universal Precautions provisions

Ability to:

Speak English with fluency
Read English aloud with ease and expression
Write legibly
Enforce safety rules and standards of behavior
Practice Universal Precautions including the use of gloves, masks, protective eyewear when necessary
Learn to operate audio-visual and instructional equipment
Work effectively as a member of an instructional team
Select developmentally appropriate materials

Special Physical Requirements:

Set up and lift equipment weighing 10 to 15 pounds
Safely lift preschool children

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency, or proof of completion of 45 hours of work experience in an Early Education Center classroom as part of the District Career and Transition Center.

Special:

- 1.) Ability to speak a designated foreign language is required for those classes so designated. In addition, ability to read and write a designated foreign language may be required for some positions in such classes.
- 2.) The field of competition for restricted classes is limited to persons who meet the criteria under Education Code Section 45108 and Education Code Section 45259. At the time of recruitment, the specific criteria will be indicated.
- 3.) Appointment to positions in this classification is subject to fingerprinting, a review of conviction record, and a background investigation.

The class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by relevant law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

INTEGRATED PEST MANAGEMENT PROGRAM COORDINATOR

DEFINITION

Plans and implements the District's Integrated Pest Management (IPM) Program (~~IPM~~) and serves as the District's IPM expert to ensure compliance with Board-approved IPM policy as well as State and ~~f~~ederal statutes and regulations.

TYPICAL DUTIES

Oversees the development and implementation of IPM low-risk policies and procedures.

~~Plans, schedules, and assigns work for pest management staff.~~

Serves as the primary resource for District staff and the public regarding the IPM Program and responds to inquiries regarding the IPM Program.

Plans and implements District-wide IPM training programs for District staff, students, parents, and other stakeholders.

Prepares training materials and conducts District-wide training on IPM methods and procedures consistent with the California Department of Pesticide Regulation and District's IPM policies, procedures, and guidelines.

Advises District personnel in the areas of pest management, gardening, landscaping, tree maintenance, plant management, crafts, food services, and other support staff and site administrators regarding IPM methodologies and strategies including pest management and prevention.

Researches alternative low-risk pest management methodologies, equipment, and products.

Coordinates the meetings and activities of required by the District's ~~Pest Management Team~~ IPM Program.

Evaluates and resolves Pest Management staff's requests for use of non-approved products and maintains an approved product list.

Provides updated materials for inclusion in each school's IPM Handbook and conducts random periodic inspections to ensure handbooks are being properly maintained at the schools.

Assists in establishing, maintaining, and updating the District IPM website.

Ensures that adequate records are filed and maintained at both the schools and the Pest Management Office in order to ensure compliance with the California Healthy Schools Act.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

The Integrated Pest Management Program Coordinator is responsible for overseeing the District-wide implementation of policies and procedures relating to IPM and providing technical guidance and training to District staff and other stakeholders.

~~The Operations Program Manager is responsible for the day-to-day management of the gardening, landscaping, tree maintenance, and pest management operations of an assigned Maintenance and Operations area or central office.~~

An Area Facilities Services Director is the administrator responsible for personnel assigned to perform routine and preventive maintenance, smaller construction projects, custodial, and gardening operations for a designated area.

The Pest Management Supervisor supervises pest management staff in structural, landscape, and

turf pest management, and participates as needed.

~~A Senior Pest Management Technician assists in the planning, scheduling, and execution of pest management activities, and may provide work direction to Pest Management Technicians.~~

SUPERVISION

General supervision is received from an ~~Operations Program Manager~~ Area Facilities Services Director, or other higher-level administrator. Technical work direction is provided to the Pest Management, Tree Maintenance, Gardening, and Landscaping Departments. ~~General Technical~~ supervision is exercised over Pest Management staff.

CLASS QUALIFICATIONS

Knowledge of:

Innovative and progressive practices, methods, processes, equipment, devices, tools, and materials utilized in low-risk used in structural landscape, ornamental, turf, and wildlife and horticultural pest management, including biological, procedural, physical, and chemical pest management methods

Federal, State, and local statutes laws and regulations governing IPM and pesticide use on school properties

The District's IPM policy

State of California's, Department of Pesticide Regulation worker health and safety requirements

Biology, ecology, behavior, and characteristics of arthropods, insects, termites, weeds, vertebrates, rodents, birds, wildlife and other pests found locally

Equipment required for an IPM program

Training methods for participants with various levels of IPM knowledge and with diverse backgrounds and experience

~~Various pesticide formulations and chemical properties~~

Commercially available pesticides, their forms, functions, classifications, mode of actions, environmental concerns, toxicity levels and safety precautions

Safety precautions required when using pesticides and toxic chemicals, including the proper care, maintenance, and usage of all necessary personal protective equipment

~~Structural and horticultural pests common to the Los Angeles area~~

Microsoft Windows operating systems

Microsoft Word, Excel, PowerPoint, and Outlook

Work Management Systems (such as Maximo)

Ability to:

Plan, supervise, and coordinate a large IPM program

Plan, coordinate, schedule and conduct formal IPM and related training with various District staff, students, parents, and other stakeholders

~~Communicate effectively, both orally and in writing~~

Design and execute IPM studies, including research, field tests and evaluation techniques to assess program and product effectiveness and modify procedures based on study results

Evaluate chemical pesticides for the purpose of assessing efficacy, hazards, and possible risk of exposure

Write pest management and related contract specifications in compliance with the District's IPM Policy

Communicate effectively, both orally and in writing

Special Physical Requirements:

Ability to stand, walk, bend, crawl, climb to a height of 40 feet, reach overhead, crouch, kneel,

balance, push, pull, and safely lift up and carry items weighing up to 70 pounds
Ability to work safely in confined spaces and at heights including the use of aerial lifts, ladders, scaffolds, and other related equipment
Normal color vision
Normal hearing
Normal visual acuity
Normal sense of smell

ENTRANCE QUALIFICATIONS

Education:

Graduation from a recognized college or university with a bachelor's degree in agriculture, biology, botany, entomology, environmental science, horticulture, organic chemistry, pest management, or a closely related field. Additional qualifying experience in managing an IPM program involving priority use of low-risk pest management may be substituted for the required education on a year-for-year basis.

Experience:

Three years of experience in managing an IPM program, involving priority use of low-risk pest management methodologies that includes utilizing various methods for pest control that excludes the use of chemical pesticides.

Special:

~~A valid California Driver License.~~

~~Use of an automobile.~~

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle.

~~A Structural Pest Control Field Representative License or Operator's License in Branch 2 (General Pest) and issued by the California Structural Pest Control Board is required.~~

A Field Representative or Operator's license in Branch 3 (Termite/Wood Destroying Organisms) issued by the California Department of Consumer Affairs Structural Pest Control Board is required.

~~A Qualified Applicator License in Category B (Landscape Maintenance) issued by the California Department of Pesticide Regulation is required within one year of employment as the Integrated Pest Management Program Coordinator.~~

SPECIAL NOTE

1. Requires wearing a negative pressure respirator.

2. Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials including, but not limited to, asbestos or lead.

This class description is not a complete statement of essential functions, responsibilities or requirements. Entrance requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to the existing duties.

District Notification Date: 09-26-24
Union Notification Date: 10-03-24

PEST MANAGEMENT TECHNICIAN

DEFINITION

Performs pest management work on District properties in accordance with the District's Integrated Pest Management (IPM) policy.

TYPICAL DUTIES

Identifies pests, or in difficult cases, consults with ~~the Integrated~~ higher-level Pest Management ~~Program Coordinator staff~~ to establish pest identity.

Uses mechanical, exclusionary, and other IPM-approved methods to trap or exterminate pests (such as termites, wood destroying insects, ants, roaches, spiders, moths, silverfish, lice, fleas, flies, beetles, weevils, bees, snakes, gophers, and skunks) and eradicate weeds.

Removes and disposes of live or dead animals, including cats, dogs, skunks, rodents, and pigeons from District property.

Conducts periodic and emergency inspections of structures and reports any presence of pests to ~~the Integrated Pest Management Program Coordinator~~.

Makes maintenance-related work order calls to address pest management needs (e.g., to request repair of hole in wall or installation of door sweeps).

Documents details of work performed, including any mechanical or exclusionary measures taken, the name of pesticide applied, the percent of concentration of material applied, and the location of application.

Maintains an Integrated Pest Management Handbook Site Visit Log in the school office.

Posts signs where pesticides are used in accordance with IPM guidelines.

Confers with site administrators concerning pest management needs and policy.

Verifies the school's compliance with the IPM notification and posting requirements.

Confers with gardening personnel regarding weed and plant-disease control.

Mixes, handles, transports, stores, and applies pesticides and herbicides in a safe manner in accordance with label directions.

May estimate jobs for time and quantities of materials needed.

Cleans, repairs, adjusts, sets up, and operates pest management equipment.

Drives District vehicles and may tow pest management equipment.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Pest Management Technician performs pest management work on District properties to ~~control~~ manage pests and weeds in accordance with the District IPM policy.

A Senior Pest Management Technician assists in the planning, scheduling, and execution of pest management activities, and may provide work direction to Pest Management Technicians.

SUPERVISION

General supervision is received from the ~~Integrated Pest Management Program Coordinator~~ Pest Management Supervisor. Technical Supervision is received from the Integrated Pest Management Program Coordinator. Work direction may be received from a Senior Pest Management Technician. Pest Management Technicians provide general guidance to Plant Managers, Gardeners, and Cafeteria Managers regarding pest management issues. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

Methods, processes, equipment, devices, tools, and materials, and supplies used in structural, landscape, ornamental, turf, and wildlife pest ~~control~~ management
Federal, State, and local laws and regulations governing IPM and pesticide use
State of California's Department of Pesticide Regulation worker health and safety requirements
The District's IPM policy
State of California's, Department of Pesticide Regulation worker health and safety requirements
Biology, ~~behavior~~, ecology, behavior, and ~~feed preferences~~ characteristics of arthropods, insects, termites, weeds, vertebrates, rodents, birds, wildlife, and other pests found ~~in the Los Angeles area~~ locally
Structural materials used in general building construction and the basics of building construction as it pertains to structural pest management
Characteristics, care, and maintenance of common ~~ornamental~~ plants found locally
~~Methods of control and characteristics of plant diseases, insects, and weeds~~
~~Basic IPM methodologies, local ordinances, and State and federal laws governing structural, ornamental, and turf pest management~~
Commercially available pesticides, their forms, functions, classifications, mode of actions, environmental concerns, and their components, including toxicity levels
Safety precautions required when using or handling pesticides and toxic chemicals, including the proper care, maintenance, and usage of all necessary protective equipment
Microsoft Word, Excel, and Outlook

Ability to:

~~Recognize~~ Identify, and evaluate, and eradicate pest-infested areas of in building structures or ~~plants- landscapes~~
~~Find and eradicate insects, rodents, and other pests, as well as weeds~~
Mix, pour, handle, and transport pesticides and herbicides used in pest management work according to label directions
Work effectively with District personnel
Apply various pest management methodologies including mechanical, exclusionary, habitat modification, environmental sanitation, and pesticides
Communicate effectively orally and in writing
Estimate material and labor costs

Special Physical Requirement:

Ability to stand, walk, bend, crawl, climb to a height of 40 feet, reach overhead, crouch, kneel, balance, push, pull, and safely lift up and carry items weighing up to 70 pounds
Ability to work safely in confined spaces and at heights including the use of aerial lifts, ladders, scaffolds, and other related equipment
Normal color vision
Normal hearing
Normal visual acuity

Normal sense of smell

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency. Completion of college-level courses in agriculture, biology, botany, entomology, environmental science, horticulture, organic chemistry, pest management, or a related field is preferable.

Experience:

Three years of ~~paid work~~ pest management experience, including in controlling Branch 2 (General Pests). ~~is required.~~ Experience in both Branch 2 (General Pests) and Branch 3 (Termite/Wood Destroying Organisms) ~~work~~ is preferable.

Special:

~~A valid California Driver License.~~

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle.

~~A Structural Pest Control Board Field Representative or Operator's license in Branch 2 (General Pest)~~ issued by the California Structural Pest Control Board is required.

~~A Branch 3 Field Representative or Operator's license in Branch 3 (Termite/Wood Destroying Organisms)~~ issued by the California Structural Pest Control Board is preferable.

A Qualified Applicator License in Category B (Landscape Maintenance) issued by the California Department of Pesticide Regulations is desirable.

~~A California Qualified Applicator Certificate in Category A (Residential, Industrial and Institutional)~~ issued by the California Department of Pesticide Regulation is preferable.

SPECIAL NOTE

1. Requires wearing a negative pressure respirator.
2. Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials including, but not limited to, asbestos or lead.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised
11-21-24
CP

District Notification Date: 09-26-24
Union Notification Date: 10-03-24

SENIOR PEST MANAGEMENT TECHNICIAN

DEFINITION

Performs pest management work and assists in the planning, and coordinating, scheduling, of and execution of pest management activities, and may provide work direction to the District's Pest Management Technicians.

TYPICAL DUTIES

~~Plans, estimates, and orders required materials, equipment, and supplies.~~
~~Assists the Integrated Pest Management Coordinator with the planning, scheduling, coordinating, and execution of pest management activities conducted by Pest Management Technicians.~~
Confers with supervisors on job requirements, plans, and schedules.
Provides work direction to pest management personnel.
Checks daily with the District's computer work order database, and technician work order lists, and delivers lists to appropriate technicians.
Checks in with technicians each day in order to review their paperwork, and close out work orders as appropriate.
Plans, estimates, and orders required materials, equipment, and supplies.
Ensures that departmental personnel have the necessary tools, equipment, supplies, and materials to do effective and efficient work.
Orients pest management personnel in the proper and safe use of tools, equipment, and materials.
Conducts periodic inspections of the department's service vehicles to ensure that they are in compliance with the law, and that they are organized for efficiency.
Troubleshoots difficult and persistent pest problems in the field, and assists technicians to obtain control of these pest problems.
Prepares project manuals, job specifications, and B-letters for subcontracting pest management work.
Assists in conducting bid walks and job walks, and coordinates and ensures that subcontracted pest management work is completed according to specifications.
Drives District vehicles and may tow pest management equipment.
Assists with training and documents training of new and current department personnel.
Conducts field evaluation of technicians and documents the evaluation.
Completes work orders when the need arises and when asked to do so by the ~~Integrated Pest Management Coordinator~~ Supervisor.

Participates with and directs Pest Management Technicians in the following duties:

Identifying pests or consulting with the higher-level Integrated Pest Management supervisor ~~Coordinator~~ to establish pest identity.
Using mechanical and/or exclusionary methods or application of pesticides in accordance with District's ~~Integrated Pest Management~~ (IPM) policy.
Preparing and maintaining District pesticide usage forms and records of pest management activities.
Conferring with school administrators and cafeteria managers regarding pest management needs.
Determining pest management strategy within the confines of the District's IPM policy.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Senior Pest Management Technician assists in the planning, scheduling, and execution of pest management activities, and may provide work direction to Pest Management Technicians.

The Pest Management Supervisor supervises pest management staff in structural, landscape, and turf pest management, and participates as needed.

~~The Integrated Pest Management Program Coordinator is responsible for overseeing the implementation of policies and procedures relating to Integrated Pest Management and providing technical guidance and training to District staff and other stakeholders.~~

A Pest Management Technician performs pest management work on District properties to manage pests and weeds in accordance with the District's IPM policy.

SUPERVISION

~~General and technical supervision is received from the Integrated Pest Management Program Coordinator Supervisor. Technical Supervision is received from the Integrated Pest Management Program Coordinator.~~ A Senior Pest Management Technician may provide work direction to Pest Management Technicians.

CLASS QUALIFICATIONS

Knowledge of:

Methods, processes, equipment, devices, tools, and materials, and supplies used in structural, landscape, ornamental, turf, and wildlife pest ~~control~~ management

~~Local ordinances and State and federal laws governing pest management work~~

Federal, State, and local laws and regulations governing IPM and pesticide use

The District's IPM policy

State of California's, Department of Pesticide Regulation worker health and safety requirements

~~Characteristics, habits, b~~Biology, ecology, and behavior, and characteristics of arthropods, insects, rodents, termites, weeds, vertebrates, rodents, birds, wildlife, arthropods, and vertebrate other pests common in the urban environment of Southern California found locally

~~Common trees, shrubs, and pests found in the urban landscape of Southern California~~

Characteristics, care, and maintenance of common plants found locally

Commercially available pesticides, their forms, functions, classifications, mode of actions, environmental concerns, and their components, including toxicity levels

Structural materials used in building construction and the basics of building construction as it pertains to structural pest management

Elements of building construction

Safety precautions ~~necessary~~ required when using pesticides and toxic chemicals, ~~and including the proper care, maintenance, storage, transportation, and use~~ usage of all necessary personal protective equipment used in pesticide handling

~~The District's IPM policy~~

~~State of California's, Department of Pesticide Regulation worker health and safety requirements~~

Microsoft Word, Excel, and Outlook

Work Management Systems (such as Maximo)

Ability to:

Assist in ~~Leading~~, training, directing, monitoring, reviewing, ~~manage~~, and motivateing
subordinates ~~lower-level staff~~

~~Communicate effectively orally and in writing~~

~~Recognize~~ Identify, and evaluate, and eradicate pest-infested areas of in buildings structures
and plants landscapes

Apply and direct applications of various pest management methodologies including
mechanical, exclusionary, habitat modification, environmental sanitation, and pesticides

Work effectively with District personnel

Initiate, follow up on, and see an assignment to completion within assigned time frame

Communicate effectively orally and in writing

Estimate material and labor costs

Special Physical Requirements:

~~Inspect and work in confined spaces such as attics, basements, and crawl spaces of buildings~~

~~Climb ladders to a height of 40 feet~~

~~Safely lift and carry objects weighing up to 70 pounds~~

~~Work in aerial lifts high above the ground~~

~~Ability to stand, walk, bend, crawl, climb to a height of 40 feet, reach overhead, crouch, kneel,~~
~~balance, push, pull, and safely lift up and carry items weighing up to 70 pounds~~

~~Ability to work safely in confined spaces and at heights including the use of aerial lifts, ladders,~~
~~scaffolds, and other related equipment~~

~~Normal color vision~~

~~Normal hearing~~

~~Normal visual acuity~~

~~Normal sense of smell~~

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency. Completion of college-level courses in agriculture, entomology, biology, botany, entomology, environmental science, horticulture, organic chemistry,; and ornamental, turf, landscape, and wildlife pest management, or a related field is preferable.

Experience:

Four years of ~~experience in pest management~~ experience, work that included structural pest management and wood destroying pests and organisms, and the application of pesticides including controlling Branch 2 (General Pests) and Branch 3 (Termite/Wood Destroying Organisms) and applying pesticides. Experience in landscape, turf, wildlife, and ornamental pest management, and the use of computers is desirable.

Special:

~~A valid California Driver License.~~

A valid driver's license to legally operate a motor vehicle in the State of California and the use of

a motor vehicle.

~~A Structural Pest Control Field Representative License or Operator's License in Branch 2 (General Pest) and~~ issued by the California Structural Pest Control Board is required.

A Field Representative or Operator's license in Branch 3 (Termite/Wood Destroying Organisms) issued by the California Structural Pest Control Board is required.

A Qualified Applicator License in Category B (Landscape Maintenance) issued by the California Department of Pesticide Regulation is ~~desirable~~ required.

SPECIAL NOTES

1. Requires wearing a negative pressure respirator.
2. Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials including, but not limited to, asbestos or lead.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised
11-21-24
CP

District Notification Date: 09-26-24
Union Notification Date: 10-03-24

SUBJECT TO THE APPROVAL
OF THE PERSONNEL COMMISSION

LOS ANGELES UNIFIED SCHOOL DISTRICT

TO: THE PERSONNEL COMMISSION

FROM: DAVID V GRECO, PERSONNEL DIRECTOR

SUBJECT: RECLASSIFICATION REPORT

It is recommended that the following reclassification action be approved:

Location (Cost Center)	Current ADMS	From	To	Position (Basis)
Hesby Oaks Span Charter(1452101)	390	Food Service Manager I (4291)	Food Service Manager IV (4291)	30070670(C)

Reason for Reclassification: The revised duties and responsibilities of the position are consistent with the recommended classification.

The Food Services Division has requested to reclassify this vacant position based on the current average daily meals served (ADMS) at this secondary site, and the change from serving food prepared at Newman Nutrition Center to a full food service prep site, and Teamster's has agreed.

The subject position has been assigned duties that meet the class concept of the respective Food Service Manager classification as the level of a position within this series is dependent on the Average Daily Meals Served (ADMS).

Primary School	ADMS
FSM I	800-949
FSM II	950-1499
FSM III	1500 and above

Secondary School	ADMS
FSM IV	799 and below
FSM V	800-1599
FSM VI	1600-2499
FSM VII	2500 and above

Status of Incumbent: The subject position is vacant.

Effective Date: November 7, 2024

Approved: RGK/SD

c: Talent Acquisition & Selection Branch
Classified Employment Services Branch
Files Unit