



# **La Mesa-Spring Valley Schools**

## **Personnel Commission**

### **Regular Meeting**

**Thursday, September 12, 2024 3:30 p.m.**

**Education Service Center**

**Board Room**

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

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**OPENING PROCEDURE**

1. **The meeting of September 12, 2024 was called to order at 3:30 p.m. by Commission Chair, Steve Babbitt**
2. **Pledge of Allegiance was led by Vice Chair Jeremy Martinson**
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 September 12, 2024 Regular Meeting**  
*It was moved by Pratt, seconded by Martinson, motion passed unanimously*

**INFORMATION SESSION**

5. **Items from the Floor**

- No items

6. **Information Items**

- **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
  - Rivera reported that her team is making it through the craziness that has been the last few weeks with their recruitments and testing. She stated that they have received 158 applications for School Office Assistant position which is the highest number since transitioning to the computer-based testing format. She also mentioned that they haven't seen this many applicants for this classification since their 2015 recruitment.
  - Rivera mentioned that her team is seeing a similar trend in terms of an increase in other classifications as well, including custodial. One area they haven't noticed an increase of applications is in Paraprofessional – Special Education recruitment which continues to be slow-moving. Ali Junker, Human Resources Analyst, continues to manage that recruitment and handholds each candidate in hopes of filling as many vacancies as possible
  - Rivera mentioned that the California Department of Education and the office of Tony Thurmond are hosting a webinar in partnership with the California Schools Personnel Commission Association to train new or prospective personnel commissioners on their role and the history of personnel commissioners, merit system, and the like. The webinar will be on September 26th, at 1 pm. Advanced registration is required.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
  - Jacobsen expressed gratitude to Rivera and her team for their work as they go through the recruitment process for the many new recruitment openings due to grants awarded to the district, specifically the Community Schools Grant.
  - Jacobsen advised she had discussed about the challenges with recruiting for the Paraprofessional – Special Education with Rivera. Jacobsen and Rivera met with

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- Eileen Cotter, Director of Special Education, to talk about the challenges and discuss possible remedies.
- Jacobsen mentioned that enrollment is starting to settle. She stated that the enrollment numbers are slightly below the projected numbers. Working hard with the attendance campaign to help with attendance records.
- **CSEA Update – Chapter 419 President, Ahmad Swinton reported:**
  - Not present
- **Personnel Commissioner Update – Personnel Commissioners reported:**
  - No update.

**7. Next Meeting Date: October 17, 2024 – 3:30 p.m.**

**ANNOUNCEMENT**

- 8. Announcement of Intended Reappointment of the Joint Appointee, Jeremy Martinson, for the term beginning at noon on December 1, 2024 and ending at noon on December 1, 2027.**

**CONSENT AGENDA ACTION SESSION**

- 9. Approve the Minutes of the August 15, 2024 Regular Meeting**
- 10. Approval of Revision to Executive Director, Facilities Management Job Description, to Include a Revised Classification Title:**  
**From: Executive Director, Facilities Management**  
**To: Executive Director, Planning and Construction**
- 11. Approve the Following Examination Announcement**
- Child Nutrition Services II
  - Gardener
  - Health/Attendance Technician
  - Human Resource Technician
  - School Office Assistant
- 12. Approve the Following Eligibility Lists**
- Behavior Intervention Technician
  - Campus Attendant – Elementary
  - Community Services Facilitator
  - Extended School Services Program Aide
  - Extended School Services Recreation Attendant
  - Paraprofessional
  - Paraprofessional – Special Education

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

**13. Adjournment**

*Babbitt adjourned the meeting at 3:42 p.m.*

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Personnel Commission, please contact the Personnel Commission Office at (619) 668-5700. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

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](mailto:andrea.rivera@lmsvschools.org)