



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, February 20, 2025 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, February 20, 2025 3:30 p.m.**

OPENING PROCEDURE

1. The meeting of February 20, 2025 was called to order at 3:30 p.m. by Commission Chair, Barbara Pratt
2. Pledge of Allegiance was led by Commissioner Steve Babbitt
3. Roll Call/Establishment of a Quorum

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

ACTION SESSION

4. **Approve the Agenda of the February 20, 2025 Regular Meeting**
It was moved by Babbitt, 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 has moved through the bulk of the recruitment influx they received as they entered the holiday season. She mentioned that they are still opening recruitments but not at the rate they were in December and early January.
 - Rivera also reported her team is still slowly filling Paraprofessional – Special Education vacancies and is working to fill some specialty paraprofessional vacancies in the visually impaired and communication facilitator areas. Rivera mentioned her team is slow moving through the Paraprofessional and Paraprofessional – Preschool recruitment as they have seen a slow applicant flow.
 - Rivera stated that she and Ali Junker, Human Resources Analyst, are back working on the Classification Study project and are currently working through the child nutrition family. This job family requires a considerable amount of rework as the job descriptions are convoluted and essential functions repetitive. She will be bringing a portion of the job family to bargaining next week but will need more time on the other job descriptions before feeling comfortable bringing them forward to recommend changes.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
 - Jacobsen advised that bargaining is next week with CSEA. She is excited to talk about the updated job descriptions.
 - Jacobsen reported the job fair next week on Tuesday will focus on bus drivers and paraprofessionals. She talked about hiring incentives for bus drivers and a paid training program that is working well.

La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting

Thursday, February 20, 2025 3:30 p.m.

- **CSEA Update – Chapter 419 Representative reported:**
 - Ahmad Swinton, CSEA Chapter 419 President, reported that he has been re-elected as Chapter president through 2026.
 - Swinton advised that the CSEA has created a Merit System Committee, with Phi Tran elected as the chair of the committee. Swinton stated that many members would like to be on the committee and are interested in the workings of the merit system. The committee is going to report to the membership about things happening within the merit system. Swinton is hoping that the committee will educate the members on how a merit system operates.
 - Swinton also expressed his excitement that CSEA is happy about the current collaboration with the Personnel Commission and Child Nutrition working on job descriptions for the Child Nutrition job family.
 - Swinton stated that other districts have expressed interest in the district's School Bus Driver hiring incentive.
- **Personnel Commissioner Update – Personnel Commissioners reported:**
 - No Updates.
- 7. **First Reading of Personnel Commission Rule and Regulation 60.500.3 Revision**
 - Rivera read the proposed revisions to conform to the law and amendments to the CSEA contract.
- 8. **First Reading of Personnel Commission Rule and Regulation 60.500.6 Revision**
 - Rivera read the proposed revisions to conform to the law and amendments to the CSEA contract.
- 9. **Process for Reclassification Requests**
 - Rivera outlined the reclassification process and timelines.
- 10. **Next Meeting Date: March 20, 2025 – 3:30 p.m.**

ACTION SESSION

- 11. **Approve the Minutes of the January 16, 2025 Regular Meeting**
It was moved by Martinson, seconded by Pratt, Babbitt abstained from vote, motion passed

CONSENT AGENDA ACTION SESSION

- 12. **Approval of Proposed New Limited Term Job Classification School Bus Driver Trainee**
- 13. **Approve the Following Examination Announcement**
 - Head Custodian
 - Heavy Equipment Technician
 - Gardener
 - Paraprofessional & Paraprofessional – Preschool
 - Paraprofessional Special Education – Communication Facilitator

La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting

Thursday, February 20, 2025 3:30 p.m.

14. Approve the Following Eligibility Lists

- Campus Attendant – Elementary School
- Child Nutrition Services II
- Custodian
- Extended School Services Program Aide
- Extended School Services Recreation Attendant
- Paraprofessional – Special Education
- School Office Manager
- Senior Custodian
- Skilled Maintenance Worker I

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

15. Adjournment

Pratt adjourned the meeting at 4:05 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