



# **La Mesa-Spring Valley Schools**

## **Personnel Commission**

### **Regular Meeting**

**Thursday, May 1, 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, May 1, 2025 3:30 p.m.**

**OPENING PROCEDURE**

1. The meeting of May 1, 2025 was called to order at 3:30 p.m. by Commission Chair Barbara Pratt
2. Pledge of Allegiance was led by Commissioner Jeremy Martinson
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 May 1, 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 her team has filled 100 Paraprofessional – Special Education vacancies so far this fiscal year. She also stated they only had 11 vacancies for the Paraprofessional – Special Education classification. Rivera acknowledged her team's work and praised Ali Junker, Human Resources Analyst, for her efforts with the Paraprofessional – Special Education recruitment.
  - Rivera stated that she is wrapping up the child nutrition family job descriptions for the Classification study. With the help of Junker, they had the last meeting with the Child Nutrition management team to finish changes to the remaining job descriptions. She advised she is preparing for the next job family.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
  - Jacobsen expressed her excitement about the work the Personnel Commission has done with the Paraprofessional – Special Education recruitment. She mentioned since the interviews have been centralized, along with advanced step placement of incoming candidates' starting salaries, they have seen a direct impact at the school sites.
  - Jacobsen, also, expressed gratitude for everyone's work with the movement with hiring for the Transportation Department. She briefly detailed the process of getting school bus drivers trained.
  - Jacobsen announced that the Retirement & Recognition Celebration will be on May 15<sup>th</sup>. She expressed her excitement to recognize the teacher of the year and the classified employee of the year, as well as all of the retirees.

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting  
Thursday, May 1, 2025 3:30 p.m.**

- Jacobsen reported the district received news that they lost funding for a federal mental health grant. She briefly explained what the grant was for and how the loss will impact the mental health programs and positions in the district.
- **CSEA Update – Chapter 419 President representative reported:**
  - Phi Tran, Chair of the Merit Committee, reported the CSEA Merit Committee has established a vision statement and goals for their first year.
  - Tran reported the position of the CSEA seat of the Personnel Commission was open for recruitment.
- **Personnel Commissioner Update – Personnel Commissioners reported:**
  - No updates

**7. First Reading of the Proposed Personnel Commission Budget for 2025 – 2026**

- Rivera reported about the changes to the 2025-2026 Personnel Commission budget.

**8. Next Meeting Date: May 22, 2025 – 3:30 p.m.**

**ACTION SESSION**

**9. Approval to Abolish the Classification of Child Nutrition Services I and reclassify remaining incumbents to Child Nutrition Services II.**

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

**CONSENT AGENDA ACTION SESSION**

**10. Approval of Revision to the Child Nutrition Services II Job Description**

**11. Approve the Minutes of the March 19, 2025 Regular Meeting**

**12. Approve the Following Examination Announcement**

- Custodian
- Personnel Commissioner
- Senior Custodian

**13. Approve the Following Eligibility Lists**

- Campus Attendant – Elementary Schools
- Child Nutrition Services II
- Director, Transportation
- Human Resources Specialist
- Licensed Vocational Nurse
- Paraprofessional – For Visually Impaired
- School Bus Driver

**14. Approve the Extension of the Following Eligibility Lists**

- Extended School Services Assistant Lead
- Supervisor, Extended School Services

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

**15. Adjournment**

*Pratt adjourned the meeting at 3:43 p.m.*

## **La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting Thursday, May 1, 2025 3:30 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](mailto:andrea.rivera@lmsvschools.org)