



# **La Mesa-Spring Valley Schools**

## **Personnel Commission**

### **Regular Meeting**

**Thursday, June 12, 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, June 12, 2025 3:30 p.m.**

**OPENING PROCEDURE**

1. The meeting of June 12, 2025 was called to order at 3:00 p.m. by Commission Chair, Barbara Pratt.
2. Pledge of Allegiance was led by CSEA President Ahmad Swinton
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

**INFORMATION SESSION**

4. Items from the Floor

- No items

5. Information Items

- **Personnel Update – Director, Classified Personnel, Andrea Rivera reported:**
  - Rivera stated that her team will continue to stay busy recruiting over the summer. She mentioned they will be recruiting for some key positions in addition to the continuous efforts to fill Paraprofessional – Special Education positions. Rivera mentioned that for the first time in a few years, her team will be entering the summer in a great position in terms of Paraprofessional – Special Education vacancies. They still have roughly 20 vacancies on their radar but at the moment, they can only fill about half of those due to pending approvals.
  - Rivera also reported that due to ELOP program requirements, the Extended School Services department (ESS) is prioritizing increasing their Program Aide staffing and decreasing Recreation Attendant positions. Rivera stated to support this prioritization her team has received approximately 50 vacancies for Program Aide. Due to the larger number of vacancies Rivera and her team plan on collaborating with ESS leadership to host a testing event at their headquarters at SVA later in the month. Rivera and her team are planning to be there all day to aid the candidates with applying, completing Every Student Succeeds Act proficiency exam, and administering the merit exams. Rivera and her team discussed rolling right into interviews with ESS supervisors to support expediting the filling of their vacancies.
  - Rivera expressed that she wished everyone have a safe and relaxing summer break.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
  - Jacobsen spoke briefly about the busy time of year with promotions and end of year festivities
  - Jacobsen also expressed her gratitude to the Personnel Commission for their efforts in filling positions.

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- **CSEA Update – CSEA Representative:**
  - Jasmine Griffin, CSEA Chapter 419 Secretary, reported that the CSEA is happy that the Behavioral Support Specialist MOU was ratified.
  - Griffin also reported that Barbara Pratt was selected to continue as the CSEA Representative on the Personnel Commission board.
- **Personnel Commissioner Update – Personnel Commissioners reported:**
  - Pratt advised that she will be attending the Highlands promotion.

**6. Reclassification Request Update**

- Rivera announced that the current reclassification request analysis was completed and the decision will be discussed with employee within the next couple of weeks

**7. Meeting Schedule (Time of Day) Discussion**

- Commissioners discussed options on changing meeting times.

**8. Next Meeting Date: August 21, 2025 – 3:30 p.m.**

**CONSENT AGENDA ACTION SESSION**

**9. Approve the Agenda of the June 12, 2025 Regular Meeting**

**10. Approve the Minutes of the May 22, 2025 Regular Meeting**

**11. Approval of Proposed New Job Classification Behavior Support Specialist with Salary Recommendation Step A \$25.02 per hour to Step F \$31.87 per hour**

**12. Approval of Proposed New Job Classification Construction Project Manager with Salary Recommendation Step A \$50.44 per hour to Step F \$63.87 per hour**

**13. Approve the Following Examination Announcement**

- Classroom Health Attendant
- Director, Child Nutrition
- Elementary School Kitchen Manager I
- ESS Site Lead
- School Office Assistant

**14. Approve the Following Eligibility Lists**

- Campus Attendant – Elementary Schools
- Campus Attendant – Middle Schools
- Central Kitchen Manager
- Child Nutrition Service Worker
- ESS Program Aide
- ESS Paraprofessional – Special Education
- Paraprofessional – Special Education

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

**15. Adjournment**

*Pratt adjourned the meeting at 3:41 p.m.*

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