



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Thursday, August 21, 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, August 21, 2025 3:30 p.m.**

OPENING PROCEDURE

1. The meeting of August 21, 2025 was called to order at 3:29 p.m. by Commission Chair, Barbara Pratt
2. Pledge of Allegiance was led by HR Specialist Courtney Lanier
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 reported her team has been busy with various recruitments of different types. Rivera's team is still working through the candidates on the Paraprofessional – Special Education eligibility list before reopening. They have recently exhausted the Extended School Service Program Aide list and will be reopening that recruitment on Monday. Rivera stated both of these recruitments have been continuously open for the past several years so they have reached a pivotal point where they even close these types of recruitments.
 - Rivera advised her team completed the analysis for the one reclassification request in process. Rivera stated that in order to be reclassified due to gradual accretion of duties, an employee must be working 50% or more of their workload performing higher level duties. Rivera continued, the analysis did not reveal the employee met this threshold and as such there was not a recommendation for reclassification. Rivera communicated this to the employee and their manager and she answered any lingering questions the employee had surrounding the process and request.
- **District Update – Assistant Superintendent, Human Resources, Dr. Meg Jacobsen reported:**
 - Jacobsen expressed her gratitude for the recruitment efforts from the Personnel Commission Department and their work filling vacancies.
 - Jacobsen reported that Transitional Kindergarten (TK) enrollment is increasing. She stated that the district is watching enrollment and adding positions and classes to fit needs.
 - Jacobsen mentioned that the district will be bargaining with CSEA in the beginning of September.
 - Jacobsen spoke briefly about meeting with the Health and Welfare Benefits Committee at the VEBA Advisory Meeting.

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- **CSEA Update – CSEA Representative reported:**
 - No Update
- **Personnel Commissioner Update – Personnel Commissioners reported:**
 - Commission Chair, Barbara Pratt, expressed gratitude to staff for an easy transition for incoming TK students.

6. Next Meeting Date: September 18, 2025 – 4:00 p.m.

CONSENT AGENDA ACTION SESSION

- 7. Approve the Agenda of the August 21, 2025 Regular Meeting**
- 8. Approve the Minutes of the June 12, 2025 Regular Meeting**
- 9. Approval of the revision to the 2025 Personnel Commission Regular Meeting Schedule**

Date	Original Time	Revised Time
September 18, 2025	3:30 p.m.	4:00 p.m.
October 23, 2025	3:30 p.m.	4:00 p.m.
November 20, 2025	3:30 p.m.	4:00 p.m.
December 11, 2025	3:30 p.m.	4:00 p.m.

10. Approve the Following Examination Announcements

- Administrative Assistant
- Behavior Intervention Technician
- Campus Attendant – Middle Schools
- Child Nutrition Services Worker
- Custodian
- Elementary School Kitchen Manager II
- ESS Account Technician
- ESS Assistant Lead
- ESS Recreation Attendant
- Gardener
- Library & Learning Resources Technician
- Licensed Vocational Nurse
- Paraprofessional & Paraprofessional Preschool
- School Bus Attendant
- School Bus Driver
- Senior Custodian

11. Approve the Following Eligibility Lists

- Administrative Assistant
- Campus Attendant – Elementary Schools
- Campus Attendant – Middle Schools
- Classroom Health Assistant
- Director, Child Nutrition
- Elementary School Kitchen Manager I
- ESS Program Aide
- ESS Recreation Attendant

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- ESS Site Lead
- Heavy Equipment Technician
- Paraprofessional – Special Education
- School Bus Attendant (2425-55, 2425-64)
- School Bus Driver (2425-04, 2526-01)
- School Office Assistant
- Senior Custodian

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

12. Adjournment

Pratt adjourned the meeting at 3:40 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