



For the future of every student

MINUTES
FEBRUARY 17, 2021

- CALL TO ORDER A regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Multipurpose Room, 255 West Stanley Avenue, Ventura, California on February 17, 2021. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Campbell, Walker and Stallings. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director and Belen Gonzalez, Human Resources Supervisor.
- ADOPTION OF AGENDA On a motion by Mr. Walker, seconded by Ms. Campbell, the agenda for the February 17, 2021 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Walker, Campbell, Stallings; Nay 0; Abstain 0)
- APPROVAL OF MINUTES On a motion by Mr. Walker, seconded by Ms. Campbell, the minutes of the January 20, 2021 Regular Personnel Commission meeting were approved by a vote of 3-0. (Ayes – 3/Walker, Campbell, Stallings; Nay 0; Abstain 0)
- PUBLIC COMMENTS None
- ITEM E1 VESPA REPORT
Mr. Lilly Stuart reported on behalf of VESPA:
- 1) Elementary sites reopened on February 1, and VESPA is just making sure everything is running smoothly with the members.
 - 2) Carol Peek, VESPA President, continues to work with Ms. Crouch as issues arise and in getting extra help at the sites as needed.
- ITEM E2 DIRECTOR'S REPORT
Ms. Crouch reported:
- 1) The district's top priority is staffing. Elementary schools are doing well; our efforts are now focused on secondary schools, as they are scheduled to return after spring break.
 - 2) Negotiations sessions are scheduled to begin mid-March.
 - 3) The Catastrophic Sick Leave Bank re-opened its enrollment period to give employees another opportunity to enroll.
 - 4) Staffing changes effective July 1 – Mr. Sather, Principal at Pierpont will be retiring and Mr. Todd Tyner, Principal at Mound will be transferring to fill his position and Ms. Bobbi Powers, Principal at Buena High School will be transferring to fill Mr. Tyner's position at Mound. Ms. Marlene McMullen, Principal at Lincoln will also be retiring at the end of this school year. This movement leaves two vacancies, Lincoln and Buena High.
 - 5) Human Resources filled all Custodian positions, processed 19 applicants to be substitutes and has another date of sub custodian interviews scheduled to take place next week.
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:
- o Special Board of Education Meeting, Thursday, February 18, 2021
 - o Lincoln's Birthday Observed, Monday, February 22, 2021
 - o Next regular Board of Education Meeting, Tuesday, February 23, 2021
 - o Next Personnel Commission Meeting, Wednesday, March 17, 2021
- ITEM F1 APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: CAMPUS SUPERVISOR
After a brief discussion, on a motion by Mr. Walker, seconded by Ms. Campbell, the proposed revised classification specification for Campus Supervisor was approved as presented by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)
- ITEM F2 APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: MECHANIC II
After a brief discussion, on a motion by Ms. Campbell, seconded by Mr. Walker, the proposed revised classification specification for Mechanic II was approved as presented by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)

- ITEM F3 APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: EMPLOYMENT TRAINING ASSISTANT
After a brief discussion, on a motion by Mr. Walker, seconded by Ms. Campbell, the proposed revised classification specification for Employment Training Assistant was approved as amended by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)
- ITEM F4 APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: JOB PLACEMENT SPECIALIST
After a brief discussion, on a motion by Ms. Campbell, seconded by Mr. Walker, the proposed revised classification specification for Job Placement Specialist was approved as presented by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- ITEM G1 PERSONNEL TRANSACTIONS REPORT
On a motion by Ms. Campbell, seconded by Mr. Walker, and supported by the Chair, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- ITEM H COMMISSION COMMENTS
None
- ITEM I CLOSED SESSION:
It was decided that Closed Session was not needed at this time.
- ITEM J REPORT OF ACTION TAKEN IN CLOSED SESSION
There was no Closed Session.
- ADJOURNMENT On a motion by Ms. Campbell, seconded by Mr. Walker, and supported by the Chair, the meeting adjourned at 5:13 p.m.