



MINUTES
DECEMBER 16, 2020

- 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 December 16, 2020. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Stallings and Walker. 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. Stallings, the agenda for the December 16, 2020 Personnel Commission meeting was adopted as presented by a vote of 2-0. (Ayes – 2/Walker, Stallings; Nay 0; Abstain 0)
- ITEM C** ADMINISTRATION OF OATH OF OFFICE – BOE APPOINTEE, ANNE CAMPBELL
Ms. Cathi Stallings, Commission Chairperson, welcomed Ms. Anne Campbell as a new member to the Personnel Commission and administered the oath of office. Ms. Campbell was appointed to a three-year term as the Board of Educations’ Appointee to the Personnel Commission effective December 1, 2020 through December 1, 2023.
- APPROVAL OF MINUTES** On a motion by Mr. Walker, seconded by Ms. Stallings, the minutes of November 18, 2020 were approved by a vote of 2-0. (Ayes – 2/ Walker, Stallings; Nay 0; Abstain 1/Campbell)
- RETIREEES** Ms. Crouch reported that the following retirees could not be present at the meeting but their Certificate of Appreciation would be mailed to them:
- Cheri Carney, School Administrative Assistant II, 23 Years
 - Patti Conger, Child Nutrition Manager – Elem and Noon Duty/Playground Supervisor, 18 Years
 - Angelina Manzo Varela, School Support Secretary, 21 Years
 - Leonardo Noriel, Custodian, 14 Years
 - Maria Pontrelli, Parent Teacher Liaison, 15 Years
 - Melinda Vasquez, Administrative Specialist – Legal, 14 Years
- In addition, the following retiree was present at the meeting and received a Certificate of Appreciation from the Commission for his years of service with the District:
- Daniel Sandoval, Custodian, 22 Years
- PUBLIC COMMENTS** None
- ITEM G1** VESPA REPORT
Ms. Carol Peek, VESPA President reported:
- 1) She and Kendall Griffin visited some sites on December 7, the first day the elementary students returned for in-person instruction, and feels that the transition of bringing the elementary students back to school went very smoothly. She is grateful that everything is still going well.
- ITEM G2** DIRECTOR’S REPORT
Ms. Crouch reported:
- 1) In-person instruction at the Elementary schools started Monday, December 7th. It was a delight to see all of the kids at school, and to see all of the months of planning come together to welcome the kids and staff back to our elementary campuses. Everyone has shown amazing teamwork!
 - 2) At the Board of Education Meeting on December 15th, two Board members were sworn into office: Ms. Sabrena Rodriguez was re-elected for a 4-year term, and new Board member, Ms. Amy Callahan. The Board also thanked out-going Board member, Jackie Moran for her 4 years of service. In addition, the Board elected Velma Lomax as Board President for the 2021 calendar year, and Matt Almaraz is Vice President.

Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:

- Winter Break is December 18 – January 1. School resumes Monday, January 4th. The Classified HR department will remain open, but minimally staffed based on vacation schedules.
- Next regular Board of Education Meeting, Tuesday, January 12, 2021
- Next Personnel Commission Meeting, Wednesday, January 20, 2021

ITEM H1

ANNUAL ORGANIZATION OF PERSONNEL COMMISSION

On a motion by Mr. Walker, seconded by Ms. Campbell, Commissioner Stallings was appointed Chairperson for a one-year term by a vote of 3-0. (Ayes – 3/Walker, Campbell, Stallings; Nay 0; Abstain 0)

On a motion by Ms. Campbell, seconded by Ms. Stallings, Commissioner Walker was appointed Vice-Chairperson for a one-year term by a vote of 3-0. (Ayes – 3/Campbell, Stallings, Walker; Nay 0; Abstain 0)

ITEM I1

PERSONNEL TRANSACTIONS REPORT

On a motion by Mr. Walker, seconded by Ms. Campbell, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)

ITEM J

COMMISSION COMMENTS

Ms. Cathi Stallings wished everyone a wonderful and safe holiday.

ITEM K

CLOSED SESSION:

It was decided that Closed Session was not needed at this time.

ITEM L

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 4:53 p.m.