



For the future of every student

MINUTES  
SEPTEMBER 24, 2019

- CALL TO ORDER The regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Susan B. Anthony Room, 255 West Stanley Avenue, Ventura, California on September 24, 2019. Mr. Kirby, Chairperson, called the meeting to order at 4:30 p.m.
- Present: Commissioners Kirby, Rice and Lacey. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director; Vicky Balint, Assistant Director Classified Human Resources; and Belen Gonzalez, HR Analyst, Classified (Confidential).
- ADOPTION OF AGENDA On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the agenda for the September 24, 2019 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)
- APPROVAL OF MINUTES On a motion by Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, the minutes of August 29, 2019 were approved as presented by a vote of 3-0. (Ayes – 3/Rice, Lacey, Kirby; Nay 0; Abstain 0)
- PUBLIC COMMENTS None
- ITEM E1 VESPA REPORT  
Mr. Ruben Galindo, VESPA President, reported:
- 1) VESPA is vigorously asking its members what their needs are for our negotiations team. We have tried several different methods for communication, and we are getting a huge response. We are collecting data at the moment and gearing up for negotiations with the district hopefully in November.
- ITEM E2 DIRECTOR'S REPORT  
Ms. Crouch reported:
- 1) Classified HR continues to be very busy with the start of school.
  - 2) All of the Paraeducator Special Education positions have been filled, for the most part, but we still have a handful of them to fill.
  - 3) We had a mid-year bidding of routes today with the bus drivers. Anytime a route increases an hour or more, we have to post it for rebidding. We currently have four vacant positions to fill; and are still struggling getting drivers. A new training class starts on Monday, so we are hopeful that we will have at least two or three individuals who will successfully complete the entire training program.
  - 4) The District is in discussions with VCOE about taking back the severe/moderate to severe classrooms at VHS and Balboa that the district currently contracts through the County to provide services to our students. HR had its first meeting with VCOE HR this week. We will be partnering with them, their unions, and our unions regarding the transition.
  - 5) I will be attending the ACSA Personnel Institute next week, October 2-4, which will be held in Long Beach.
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:
- Next regular Board meeting is tonight, September 24<sup>th</sup>.  
Note: The BOE will only hold one meeting during the months of October, November, and December.
  - Fall break is the last week of October, October 28-November 1
- ITEM F1 THE CLASSIFIED EMPLOYEES' APPOINTMENT TO THE PERSONNEL COMMISSION AND FIRST READING OF PROPOSED REVISIONS TO PERSONNEL COMMISSION RULES AND REGULATIONS, SECTION 20.1.2.2 (ORGANIZATION OF THE COMMISSION / THE CLASSIFIED EMPLOYEES' APPOINTMENT)  
Proposed revisions to PCRR 20.1.2.2, organization of the commission / the classified employees' appointment were discussed. Ms. Crouch shared that our personnel commission rules have different requirements for the appointment process than what is required by Ed Code. On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the Personnel Commission approved setting final review and action to approve the

revisions to PCRR 20.1.2.2 at a special meeting scheduled for Tuesday, October 1, 2019 by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)

ITEM G1

PERSONNEL TRANSACTIONS REPORT

On a motion by Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Rice, Lacey, Kirby; Nay 0; Abstain 0)

NEXT MEETING

The Personnel Commission scheduled a special meeting for the month of October. The PC will meet on Tuesday, October 1, 2019 at 4:30 p.m.

The Personnel Commission scheduled its regular meeting for the month of October. The PC will meet on Thursday, October 24, 2019 at 4:30 p.m.

ITEM I

COMMISSION COMMENTS

None

ITEM J

CLOSED SESSION:

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

ITEM K

REPORT OF ACTION TAKEN IN CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the meeting adjourned at 4:47 p.m.