



Ventura Unified School District

PERSONNEL COMMISSION

MINUTES JULY 19, 2017

- 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 July 19, 2017. Ms. Rice, Chairperson, called the meeting to order at 4:30 p.m.
- Present: Commissioners Rice, Lacey, and Kirby. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director, and Belen Gonzalez.
- ADOPTION OF AGENDA** On a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the agenda for the July 19, 2017 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Lacey, Kirby, Rice; Nay 0; Abstain 0)
- APPROVAL OF MINUTES** On a motion by Mr. Kirby, seconded by Mr. Lacey, and supported by the Chair, the minutes of June 21, 2017 were approved as presented by a vote of 3-0. (Ayes – 3/Kirby, Lacey, Rice; Nay 0; Abstain 0)
- RETIREES** Ms. Crouch reported that the following retirees could not be present at the meeting but their Certificate of Appreciation would be mailed to them:
- Darlene Cody, School Administrative Assistant I, 30 Years
Patricia Wilkes, Child Nutrition Manager - Secondary, 25 Years
- PUBLIC COMMENTS** None
- ITEM F1** VESPA REPORT
- None
- ITEM F2** DIRECTOR'S REPORT
- Ms. Crouch informed the Commission of the following: 1) Summer school concludes this week. 2) The District still needs to fill some Principal and AP positions, as well as the Assistant Superintendent of Human Resources position. Certificated HR will be coordinating these recruitments, and she will keep the Commissioners apprised as positions are filled. For now, we are waiting for the new Superintendent to be appointed and start, before final interviews are conducted and recommended appointments are made. 3) The Chief Technology Officer interviews were yesterday, including a technical panel and community panel. We should have an eligibility list ready by the end of this week. Final interviews will be conducted once the new Superintendent is on board. 4) Classified HR continues to work on summer projects, and final selection interviews will start up again beginning in August.
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events: the next regular Board meeting is scheduled for Tuesday, July 25th. The Board will take action to appoint the new Superintendent; First day of school is Wednesday, August 23rd; The annual "Celebrate!" event will be held in the BHS stadium the day before school starts, Tuesday, August 22nd from 8:00 to 9:30am.
- ITEM G1** RATIFICATION OF EXCESS VACATION CARRYOVER APPROVALS
- After a brief discussion, on a motion by Mr. Kirby, seconded by Mr. Lacey, and supported by the Chair, the Personnel Commission ratified the eight (8), approved vacation carryover requests as presented by a vote of 3-0. (Ayes – 3/Kirby, Lacey, Rice; Nay 0; Abstain 0)

ITEM G2 FIRST READING: REVISION TO PERSONNEL COMMISSION RULES AND REGULATIONS, SECTION 140.1.6, PROBATIONARY EMPLOYEES VACATION RIGHTS

After discussion regarding the proposed revisions regarding vacation use by probationary management employees, on a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the Personnel Commission set the next regularly scheduled Commission meeting as the date action will be taken on the proposed revisions to Personnel Commission Rules and Regulations, Section 140.1.6, Probationary Employees Vacation Rights by a vote of 3-0. (Ayes – 3/Lacey, Kirby, Rice, Nay 0, Abstain 0)

ITEM H1 PERSONNEL TRANSACTIONS REPORT

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

NEXT MEETING The next regular Personnel Commission meeting will be Wednesday, August 9, 2017 at 4:30 p.m.

ITEM J COMMISSION COMMENTS

None

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 It was moved by Mr. Lacey, seconded by Mr. Kirby and carried unanimously that the meeting be adjourned at 4:44 p.m.