



For the future of every student

MINUTES
MARCH 20, 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 March 20, 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 Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, the agenda for the March 20, 2019 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Rice, Lacey, Kirby; Nay 0; Abstain 0)
- APPROVAL OF MINUTES On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the minutes of February 20, 2019 were approved as presented by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)
- PUBLIC COMMENTS None
- ITEM E1 VESPA REPORT
None
- ITEM E2 DIRECTOR’S REPORT
Ms. Crouch reported:
- 1) Some changes have occurred in administrative positions here at Ventura Unified.
 - Dr. Roger Rice started his position as Superintendent on March 4th.
 - The Board recently approved the appointment of Ricardo Cota as the new Assistant Principal at Anacapa Middle School.
 - Wendy Stevens, Director of Transportation has submitted her resignation. She is moving out of the area. An Interim Director will start on April 1st, and will serve in the position as we work on recruitment efforts to fill the vacancy.
 - 2) We received 11 early tell retirement applications. This group of employees will receive \$600 each for submitting their intent to retire by July 15th.
 - 3) Summer School recruitment closes this Friday, March 22nd.
 - 4) We have some classified layoffs that will be presented to the Board on Tuesday night, including Special Education Paraeducators, VNfL and ASSETS employees.
 - 5) VUSD and VESPA have come to a tentative agreement on the entire contract, including total compensation. VESPA is currently working on the ratification process, which is scheduled to start next week. Once ratified, it will be presented to the Board of Education for approval.
- Mrs. Crouch continued with the following VUSD calendar highlights and upcoming events:
- Next regular Board meeting is scheduled for Tuesday, March 26
 - Spring Break – No School – April 1 - 5

- ITEM F1 FINAL READING AND APPROVAL OF REVISION TO PERSONNEL COMMISSION RULES AND REGULATIONS, SECTION 130.1.3, WHEN EVALUATIONS ARE TO BE MADE
On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the Personnel Commission approved the revisions to PCRR 130.1.3 by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)
- ITEM F2 REQUEST TO MODIFY SALARY RANGE PLACEMENT: EDUCATIONAL SIGN LANGUAGE INTERPRETER
After some discussion, on a motion by Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, it was approved to reallocate the salary range placement for Educational Sign Language Interpreter from range (255) to range (305) on the Classified Represented & Confidential salary schedule, by a vote of 3-0. (Ayes – 3/Rice, Lacey, Kirby; Nay 0; Abstain 0)
- ITEM F3 REQUEST TO MODIFY SALARY RANGE PLACEMENT: LEAD EDUCATIONAL SIGN LANGUAGE INTERPRETER
After some discussion, on a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, it was approved to reallocate the salary range placement for Lead Educational Sign Language Interpreter from range (270) to range (320) on the Classified Represented & Confidential salary schedule, by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)
- ITEM F4 REQUEST TO MODIFY SALARY RANGE PLACEMENT: CERTIFIED SPEECH AND LANGUAGE PATHOLOGY ASSISTANT
After some discussion, on a motion by Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, it was approved to reallocate the salary range placement for Certified Speech & Language Pathology Assistant from range (240) to range (275) on the Classified Represented & Confidential salary schedule, by a vote of 3-0. (Ayes – 3/Rice, Lacey, Kirby; Nay 0; Abstain 0)
- ITEM F5 REQUEST TO MODIFY SALARY RANGE PLACEMENT: CERTIFIED OCCUPATIONAL THERAPY ASSISTANT
After some discussion, on a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, it was approved to reallocate the salary range placement for Certified Occupational Therapy Assistant from range (240) to range (275) on the Classified Represented & Confidential salary schedule, by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)
- ITEM F6 REQUEST TO MODIFY SALARY RANGE PLACEMENT: SCHOOL OCCUPATIONAL THERAPIST
After some discussion, on a motion by Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, it was approved to reallocate the salary range placement for School Occupational Therapist from range (340) to range (360) on the Classified Represented & Confidential salary schedule, by a vote of 3-0. (Ayes – 3/Rice, Lacey, Kirby; Nay 0; Abstain 0)
- ITEM G1 PERSONNEL TRANSACTIONS REPORT
On a motion by Mr. Lacey, seconded by Ms. Rice, and supported by the Chair, the Personnel Transactions Report was approved as amended by a vote of 3-0. (Ayes – 3/ Lacey, Rice, Kirby; Nay 0; Abstain 0) Amended page 4 to delete a duplicate entry.
- NEXT MEETING The Personnel Commission scheduled its regular meeting for the month of April. The PC will meet on Wednesday, April 10, 2019 at 4:30 p.m.
- ITEM I COMMISSION COMMENTS
Commissioner Kirby wished Vicky Balint a happy birthday.
- ITEM J CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE—GOVERNMENT CODE SECTION 54957(b)
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 Ms. Rice, seconded by Mr. Lacey, and supported by the Chair, the meeting adjourned at 5:09 p.m.