



For the future of every student

MINUTES
NOVEMBER 18, 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 November 18, 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 November 18, 2020 Personnel Commission meeting was adopted as presented by a vote of 2-0. (Ayes – 2/Walker, Stallings; Nay 0; Abstain 0)

APPROVAL OF MINUTES On a motion by Mr. Walker, seconded by Ms. Stallings, the minutes of October 21, 2020 were approved by a vote of 2-0. (Ayes – 2/ Walker, Stallings; Nay 0; Abstain 0)

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:

Sue Blaine, Accounting Assistant, 28 Years
Debralyn Cresto, Paraeducator II, 11 Years
David Marshall, Director of Maintenance & Operations, 24 Years

In addition, the following retiree was present at the meeting and received a Certificate of Appreciation from the Commission for her years of service with the District:

Marcia Cooper, School Administrative Assistant I, 22 Years

PUBLIC COMMENTS None

ITEM F1 VESPA REPORT
Ms. Carol Peek, VESPA President reported:
1) Today is National ESP Day; the National Education Association has celebrated this day since 1987. She sends a huge thank you to all ESP's on behalf of VESPA.
2) VESPA had a negotiations session with the District, for an MOU regarding in-person learning. She shared that it went very smoothly and appreciates the collaboration.

ITEM F2 DIRECTOR'S REPORT
Ms. Crouch reported:
1) The District is currently meeting with both unions to negotiate a Memorandum of Understanding for the reopening of schools. The session held today was with VESPA. She reported that it was a very collaborative session. The next session with VESPA is scheduled for November 30, 2020.
2) The District continues to plan for the reopening on December 7, 2020. Classified Human Resources is busy working on staffing needs for all the elementary sites. All classified staff have been amazing as preparations are being made. Everyone has truly pulled together, and very much appreciated.
3) Ventura County has moved into the purple tier; therefore, the district has to apply for a waiver to allow us to open on December 7. The district plans to submit the waiver to proceed with opening the elementary sites.
4) Secondary is still planning for an in-person return; in the meantime, they continue to have small cohorts. At this time, it is anticipated in-person will begin January 26, 2021 at the secondary sites, however, that is dependent on any further action by the State of VCPH.

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

- Thanksgiving Break next week - Thursday and Friday
- Next Personnel Commission Meeting, December 16, 2020
- Winter Break is December 18 – January 1.

- ITEM F3 RECOGNITION OF COMMISSIONER KIRBY – 6 YEARS OF SERVICE AS THE BOARD’S APPOINTEE
Ms. Stallings shared that Mr. Kirby was not able to attend the meeting but shared that he served the district for many years in different capacities and roles and most recently, served six years as the Board’s Appointee to the Commission. She thanked him for his years of service. Ms. Crouch also expressed appreciation for his years of service as a Commissioner and to the Classified Service.
- ITEM G1 APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: SCHOOL SUPPORT SECRETARY
After a brief discussion, on a motion by Mr. Walker, seconded by Ms. Stallings, the proposed revised classification specification for School Support Secretary was approved as presented by a vote of 2-0. (Ayes – 2/ Walker, Stallings; Nay 0; Abstain 0)
- ITEM G2 PRESENTATION OF PERSONEL COMMISSION ANNUAL REPORT
After a brief discussion, on a motion by Mr. Walker, seconded by Ms. Stallings, the 2019-2020 Personnel Commission Annual Report was approved as presented by a vote of 2-0. (Ayes – 2/ Walker, Stallings; Nay 0; Abstain 0)
- ITEM H1 PERSONNEL TRANSACTIONS REPORT
On a motion by Mr. Walker, seconded by Ms. Stallings, the Personnel Transactions Report was approved by a vote of 2-0. (Ayes – 2/ Walker, Stallings; Nay 0; Abstain 0)
- ITEM I COMMISSION COMMENTS
Mr. John Walker wished everyone a Happy Thanksgiving holiday.
Ms. Cathi Stallings expressed concern over the trailers and RV’s that are starting to station near the transportation facilities on Crooked Palm Road.
- 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. Walker, seconded by Ms. Stallings, and supported by the Chair, the meeting adjourned at 5:09 p.m.