



Ventura Unified School District

PERSONNEL COMMISSION

MINUTES
NOVEMBER 15, 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 November 15, 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, Vicky Balint, 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 November 15, 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 October 18, 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:
- Edra Marsh, School Administrative Assistant I, 19 Years
Judy Weatherford, Paraeducator, 19 Years
- PUBLIC COMMENTS None
- ITEM F1 VESPA REPORT
- Teri Roots, VESPA President, could not be present at the meeting but emailed the following information to be reported. VESPA just held an all board training with CTA Staff person, Kim Mina. It was very helpful, and will enable our Board to be a great resource for our members. We will be having a member benefits/retirement training that is being planned for some time in December. We will get the date to you as soon as it is confirmed.
- ITEM F2 DIRECTOR'S REPORT
- Ms. Crouch informed the Commission of the following: 1) The Ventura County Office of Education announced that they were awarded 20 new slots for the Classified School Employee Teacher Credentialing Program (CSEP) grant. CSEP is a state-funded career pathway program for classified employees, leading to a teacher preparation program and teaching credential. Eligible program participants may receive stipends for up to \$3,000 to cover tuition, fees and books. The deadline to apply is December 15th, and detailed information can be found on VCOE's website. 2) The Classified HR Department is assisting Oxnard School District with their recruitment for their vacant Director of Classified Human Resources position. 3) Congratulations to Commissioner Rice – she was recently promoted to Director of HR at Ojai Unified School District, and will now be responsible for overseeing both classified and certificated HR functions. 4) The Commissioners were updated regarding the status of negotiations, and informed that mediation is scheduled to begin on Monday, November 20th. Information continues to be available on the district's website, and everyone is encouraged to reference the information to stay updated on the current status of negotiations.
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events: Thanksgiving holiday is next week – Wednesday is a non-student day, and Thursday and Friday are holidays; Cheers for Children Silent Auction will be here at the ESC on Friday, December 8th – doors open at 3pm and bidding

starts at 3:30pm. All are welcome to participate and we are still looking for donations; Next Board meeting is scheduled for Tuesday, December 12th; School will be in session through Friday, Dec. 22nd, and winter break starts Monday, December 25th, and everyone returns on Monday, January 8th;PERS Workshop will be held at the TTAESC on January 24th

- ITEM G1 PRESENTATION OF PERSONNEL COMMISSION ANNUAL REPORT
- After brief discussion, on a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the 2016/17 Personnel Commission Annual Report was approved as amended by a vote of 3-0. (Ayes – 3/Lacey, Kirby, Rice; Nay 0; Abstain 0)
- ITEM G2 FIRST READING: REVISION TO PERSONNEL COMMISSION RULES AND REGULATIONS, SECTION 70.1.4, NEPOTISM
- After a lengthy discussion and suggested changes to the proposed language, it was decided to bring this item back at the December meeting for a first reading.
- ITEM G3 FIRST READING: REVISION TO PERSONNEL COMMISSION RULES AND REGULATIONS, SECTION 60.2.14, CERTIFICATION OF RELATIVES
- After a lengthy discussion and suggested changes to the proposed language, it was decided to bring this item back at the December meeting for a first reading.
- 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, December 13, 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 5:04 p.m.