



Ventura Unified School District

PERSONNEL COMMISSION

MINUTES JUNE 21, 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 June 21, 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 June 21, 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 May 24, 2017 were approved as presented by a vote of 3-0. (Ayes – 3/Kirby, Lacey, Rice; 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:

Stephanie Presbrey, Paraeducator Special Education, 25 Years
Barbara Ryan, Child Nutrition Manager - Secondary, 33 Years
Debra Taylor, Paraeducator Special Education, 16 Years

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

Susan Fielder, Behavior Support Assistant, 18 Years

PUBLIC COMMENTS None

ITEM F1 VESPA REPORT

Ms. Cathi Stallings on behalf of Ventura Education Support Professionals Association (VESPA), gave an update on some activities of the Association since the last Personnel Commission meeting. She reported that six members will be going to Boston this summer for the Representative Assembly, a huge event that can last up to 10 days. Seven members will be attending the 2017 CTA Summer Institute Training at UCLA; she shared that Teri Roots was able to get grants to fund five out of the seven members attending.

ITEM F2 DIRECTOR'S REPORT

Ms. Crouch informed the Commission of the following: 1) Last day of school was last Thursday, June 15th. 2) Summer School started Monday for high school and Tuesday for elementary and special education. 3) The Commissioners were sent a summary of some changes that will be occurring on the District Leadership Team effective with the start of the new school year. 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 I will keep the Commissioners apprised as positions are filled. In addition, Julie Judd our Chief Technology Officer has accepted a position with the Ventura County Office of Education. She begins her new assignment on July 1st. The CTO recruitment is now open, and the deadline to apply is July 11th. 4) The County Superintendent of Schools sent us confirmation that the PC's 2017/18 budget was approved as submitted. 5) Classified HR is gearing up for summer projects, staffing for the fall, and back-to-school events planned for August.

Ms. Crouch continued with the following VUSD calendar highlights and upcoming events: VACE Graduation, tomorrow, June 22nd @ 5:00pm; Superintendent interviews are scheduled for June 25 & 26, 2017; the next regular Board meeting is scheduled for Tuesday, June 27.

ITEM G1 RECLASSIFICATION REQUEST REPORT: OFFICE ASSISTANT

The reclassification report was reviewed and discussed by the Commissioners. On a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, by a vote of 3-0, it was approved that the Office Assistant position (#1445) is to remain in its current classification as Office Assistant. (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 MEETINGS The next regular Personnel Commission meeting will be Wednesday, July 19, 2017 at 4:30 p.m.

ITEM J COMMISSION COMMENTS
None

ITEM K1 CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – GOVERNMENT CODE §54957 (b)

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 4:47 p.m.