



For the future of every student

MINUTES
JANUARY 23, 2020

- 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 January 23, 2020. Mr. Lacey, Chairperson, called the meeting to order at 4:30 p.m.
- Present: Commissioners Lacey, Kirby, Stallings. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director and Belen Gonzalez, HR Analyst, Classified (Confidential).
- ADOPTION OF AGENDA On a motion by Ms. Stallings, seconded by Mr. Kirby and supported by the Chair, the agenda for the January 23, 2020 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Stallings, Kirby, Lacey; Nay 0; Abstain 0)
- APPROVAL OF MINUTES On a motion by Mr. Kirby, seconded by Ms. Stalling, and supported by the Chair, the minutes of December 19, 2019 were approved as presented by a vote of 3-0. (Ayes – 3/Kirby, Stallings, Lacey; 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:
- Carol Brock, Library Technician II, 19 Years
Robbin Lewis, Child Nutrition Manager – Elementary, 14 Years
Doris Ryder, School Administrative Assistant III, 33 Years
- In addition, the following retiree was present at the meeting and received a Certificate of Appreciation from the Commission for his years of service with the District:
- Neil Beattie, Carpenter, 23 Years
- PUBLIC COMMENTS None
- ITEM F1 VESPA REPORT
Mr. Mark Mayer, VESPA Treasurer, reported:
- 1) VESPA recently had elections and Robbie Pennington, Plumber is the new Vice President.
 - 2) Three officers and Stuart Lilly went to a CTA Conference this past weekend, and there are a few more conferences coming up.
 - 3) VESPA will be running elections again, and notices will be going out in the next month or so for Officer and Director re-elections. The terms start on July 1.
 - 4) On behalf of VESPA, we are happy to hear that the two carpenter positions are open for recruitment now.
- ITEM F2 DIRECTOR'S REPORT
Ms. Crouch reported:
- 1) Now that we are back from winter break, many recruitments have been opened as well as positions posted for transfer.
 - 2) Monday is a non-student day but it is a staff in-service day. There will be multiple trainings throughout the district for both classified and certificated employees. Elementary and middle school will continue to do training on UDL, Universal Design of Learning. High School staff will continue with training and conversations about Implicit Bias.
 - 3) We had our first round of negotiations with VESPA before winter break and our second meeting is scheduled for February 7.
 - 4) The Governor released his 2020-2021 budget. District and staff have attended conferences down south; the Board held a budget study workshop last week; there is a Budget and Information Advisory Committee meeting this evening and the County Schools is holding a workshop for all the

districts on Monday. There's a lot of information coming out, but it is still not real clear on exact funds that will be available.

- 5) We would like to congratulate Vicky Balint on her retirement from VUSD, and wish her well as she moves up north with her family. Vicky's last day is tomorrow, and we will be hosting an open house gathering for her tomorrow between 2:00 – 2:30 p.m. Everyone is invited to stop by to say goodbye.

- ITEM G1 APPROVAL OF NEW CLASSIFICATION AND SALARY ALLOCATION: SCHOOL ASSISTANCE PROGRAM (SAP) LIAISON
After some discussion, on a motion by Ms. Stallings, seconded by Mr. Kirby, and supported by the Chair, the proposed classification specification for SAP Liaison was approved as presented, and allocated to salary range 220 on the Classified Represented & Confidential Salary Schedule by a vote of 3-0. (Ayes – 3/Stallings, Kirby, Lacey; Nay 0; Abstain 0)
- ITEM G2 REQUEST TO MODIFY SALARY RANGE PLACEMENT AND REVISION TO CLASSIFICATION SPECIFICATION: DIRECTOR MAINTENANCE AND OPERATIONS
After some lengthy discussion, on a motion by Mr. Kirby, seconded by Ms. Stallings, and supported by the Chair, the revision to classification specification, Director Maintenance and Operations was approved as presented and it was approved to reallocate the salary range placement from range (141) to range (153) on the Management Salary Schedule by a vote of 3-0. (Ayes – 3/Kirby, Stallings, Lacey; Nay 0; Abstain 0)
- ITEM H1 PERSONNEL TRANSACTIONS REPORT
On a motion by Ms. Stallings, seconded by Mr. Kirby, and supported by the Chair, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Stallings, Kirby, Lacey; Nay 0; Abstain 0)
- NEXT MEETING The Personnel Commission scheduled its regular meeting for the month of February. The PC will meet on Monday, February 24, 2020 at 4:30 p.m.
- ITEM J COMMISSION COMMENTS
None
- ITEM K PUBLIC COMMENTS ON CLOSED SESSION ITEM
None
- ITEM L CLOSED SESSION:
The meeting adjourned to closed session at 5:17 p.m. to discuss:
2. Public Employment —Government Code §54957 (b)
 Title: Assistant Director, Classified Human Resources
(Note: there was no need for closed session agenda item L1: Public Employee Discipline / Dismissal / Release pursuant to Government Code §54957 (b))
- ITEM M REPORT OF ACTION TAKEN IN CLOSED SESSION
The Commission returned to open session at 5:29 p.m. and reported there was no action taken in Closed Session.
- ADJOURNMENT The meeting adjourned at 5:30 p.m.