



Ventura Unified School District

PERSONNEL COMMISSION

MINUTES
MAY 24, 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 May 24, 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, and Vicky Balint.

ADOPTION OF AGENDA On a motion by Mr. Kirby, seconded by Mr. Lacey, and supported by the Chair, the agenda for the May 24, 2017 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Kirby, Lacey, Rice; Nay 0; Abstain 0)

APPROVAL OF MINUTES On a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the minutes of April 19, 2017 were approved as presented by a vote of 3-0. (Ayes – 3/Lacey, Kirby, Rice; Nay 0; Abstain 0)

On a motion by Mr. Kirby, seconded by Mr. Lacey, and supported by the Chair, the minutes of May 10, 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:

Kimberly Lee, School Administrative Assistant II, 10 Years
Pamela Petersen, Records Specialist, 32 Years

PUBLIC COMMENTS None

ITEM F1 VESPA REPORT

Mr. Ruben Galindo, Vice President, of the Ventura Education Support Professionals Association (VESPA), gave an update on some activities of the Association since the last Personnel Commission meeting. He reported that Teri Roots could not be in attendance, she was at a Classified Awards Ceremony in Sacramento. VESPA was very busy on ESP Day last week, the VESPA Board delivered goodies to all of its members throughout the sites to say “thank you for all the hard work and everything that they do for us”. He shared that the negotiations team will be attending the 2017 CTA Summer Institute at UCLA to learn about negotiations since negotiations will be starting soon with the district. The attendees will be: Neil Beattie, Ruben Galindo, Kendall Griffin, Ray Morales, and Carol Peek. Teri Roots will also be attending but as a CTA State Delegate this year. And coming up in August, a VESPA Board Retreat will be held at the Circle Bar B Ranch, North of Santa Barbara. The retreat is always a great event with lots of teambuilding and planning for next year.

ITEM F2 DIRECTOR’S REPORT

Ms. Crouch informed the Commission of the following: 1) Classified School Employee Week is this week. On Monday at the ESC, we prepared made-to-order omelets for our classified employees, and set-up a vegan waffle bar. Tomorrow, we will enjoy a delicious BBQ and strawberry shortcake with our ESC employees. Many fun events and treats have also been taking place at our school sites. With the help of parent support and the PTA, staff has been treated breakfast and/or lunch, snacks and sweet treats, as well as gift card give-aways. 2) Classified HR has been busy with end of the year projects which include: reasonable assurance letters, excess vacation and comp time memos, as well as establishing work calendars for classified employees who work less than 12 months per year. 3) The Chamber’s 2017 State of Education Address was held on April 27th at 11:30am at the Wright Center. Guest speakers included Interim

Superintendent, Joseph Richards, along with the Chancellor of Ventura County Community College District and the President of CSU Channel Islands. Each spoke about where education is now and what is in store.

Ms. Crouch continued with the following VUSD calendar highlights and upcoming events: the next regular Board meeting is scheduled for Tuesday, June 13; the 12th Annual Summerfest community celebration of healthy living, presented by Ventura Education Partnership (VEP) and the Ventura Unified School District is quickly approaching! This year's FREE event will be on Saturday, June 3, 2017 from 9:00 am to 2:00 pm at Ventura Unified School District's Education Service Center, 255 West Stanley Avenue in Ventura. Detailed information is available online; the last day of school is Thursday, June 15th; Summer school starts on Monday, June 19th

ITEM G PUBLIC HEARING: 2017-2018 PERSONNEL COMMISSION BUDGET

Ms. Rice opened the public hearing at 4:40 p.m. No public comments were received, the public hearing was closed at 4:41 p.m.

ITEM H1 ADOPTION OF 2017-2018 PERSONNEL COMMISSION BUDGET

On a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the 2017-2018 Personnel Commission budget was approved as presented by a vote of 3-0. (Ayes – 3/Lacey, Kirby, Rice, Nay 0, Abstain 0)

ITEM I1 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, June 21, 2017 at 4:30 p.m.

ITEM K COMMISSION COMMENTS

All three Commissioners thanked staff for coordinating the reception event this afternoon in honor of our classified employees. They commented that it was very nice, and thanked staff for all that they do for them.

ITEM L PUBLIC COMMENTS ON CLOSED SESSION ITEM
None

ITEM M CLOSED SESSION:

The meeting adjourned to closed session at 4:42 p.m. to discuss:
1. Public Employment pursuant to Government Code §54957 (b)
Title: Employment Training Assistant

ITEM N REPORT OF ACTION TAKEN IN CLOSED SESSION

The Commission returned to open session at 5:03 p.m.
In closed session, the Personnel Commission took action regarding the grievance hearing heard on May 10, 2017 pursuant to Personnel Commission Rules & Regulations, Chapter 180, et seq. The Personnel Commission voted to deny the grievance. The roll call vote was as follows:
Commissioner Lacey – Aye
Commissioner Kirby – Aye
Commissioner Rice - Aye

ADJOURNMENT It was moved by Mr. Lacey, seconded by Mr. Kirby and carried unanimously that the meeting be adjourned at 5:05 p.m.