



Ventura Unified School District

PERSONNEL COMMISSION

MINUTES
JANUARY 25, 2018

CALL TO ORDER The special 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 25, 2018. 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 January 25, 2018 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 November 15, 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:

David Padua, Custodian, 17 Years

Ronald Wean, Warehouse Worker Delivery Driver, 9 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:

Paula Stoltman, Inclusion Assistant, 42 Years

PUBLIC COMMENTS None

ITEM F1 VESPA REPORT

None

ITEM F2 DIRECTOR'S REPORT

Ms. Crouch informed the Commission of the following: 1) At our last meeting on November 15th, the Commissioners were updated regarding the status of negotiations, and informed that mediation was scheduled to begin on Monday, November 20th. We are happy to announce that both Unions and the District reached a tentative agreement on that date. VESPA ratified the agreement, and it was presented to the Board of Education for approval on December 12th. The agreement included: for the 2016/17 school year a \$400 off schedule bonus paid to each employee, (to be eligible, the employee must have worked for at least 50% of their calendar in the 16/17 school year, and for part-time employees the bonus will be prorated based on individual assignment), and the District will continue to fund 100% paid health and welfare benefits for full-time employees. For the 2017/18 school year a 2% increase to the salary schedule effective mid-year (50% of assigned workdays) based on each employee's work calendar, allow the use of sick leave for PNL from 7 to 9 days in any one school year, and the District will continue to fund 100% paid health and welfare benefits for full-time employees.

2) The Ventura County Office of Education awarded 8 VUSD classified employees with the CSEP grant. The Classified School Employee Teacher Credentialing Program (CSEP) grant 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 grant period is for the 2017/18 through 2021/22 school years. We are excited and proud to recognize the following classified employees as grant recipients, and are looking forward to working with them towards their success in their teaching career pursuits:

- o Farah Ali, Special Education Paraeducator at Buena High
- o Kara Grabendike, Special Education Paraeducator at Buena High
- o Ariana Guerrero, Special Education Paraeducator at Pacific High
- o Oliver Harding, Special Education Paraeducator at Poinsettia Elementary
- o Ellen Harrison, Special Education Paraeducator at Pierpont Elementary
- o Jeannie Hernandez, Library Technician I at Juanamaria Elementary
- o Avril Mateos, Paraeducator at Cabrillo Middle School & Lincoln Elementary
- o Diane Padilla-Moreno, Special Education Paraeducator at Mound Elementary

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

- o All staff in-service day on January 29 for those employees who are assigned to work that day. Keynote speaker, Dr. Darnisa Amante, will be presenting at BHS in the auditorium regarding *Achieving Our Dream: Increasing Equity in Ventura Public Schools*.
- o Next Board meeting is scheduled for Tuesday, February 13th
- o District Holiday: Feb. 16th Lincoln's Birthday observed
- o District Holiday: Feb. 19th President's Day

ITEM F3

2016/17 PERSONNEL COMMISSION ANNUAL REPORT VIDEO PRESENTATION

The 2016/17 PC Annual Report video presentation that was given to the Board of Education at the regular Board meeting on January 9th was presented to the Commissioners. This was a video presentation of the printed copy of the Annual Report the PC approved during the November 2017 PC meeting.

ITEM G1

ADMINISTRATION OF OATH OF OFFICE

Ms. Barbi Rice, Commission Chair, administered the oath of office to Mr. Rich Kirby. Mr. Kirby was reappointed to a three-year term to the Personnel Commission as the Board of Education's appointee effective December 1, 2017.

ITEM G2

ANNUAL ORGANIZATION OF PERSONNEL COMMISSION

On a motion by Mr. Kirby, seconded by Ms. Rice, Commissioner Lacey was appointed Chairperson for a one-year term by a vote of 3-0. (Ayes – 3/Kirby, Rice, Lacey; Nay 0; Abstain 0)

On a motion by Mr. Lacey, seconded by Ms. Rice, Commissioner Kirby was appointed Vice-Chairperson for a one-year term by a vote of 3-0. (Ayes – 3/Lacey, Rice, Kirby; Nay 0; Abstain 0)

The Commissioners did not change seats and Ms. Rice continued as Chair for the remainder of the meeting.

ITEM G3

APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: GRAPHICS TECHNICIAN

After brief discussion, on a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the revised classification specification for Graphics Technician was approved as presented by a vote of 3-0. (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 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, February 21, 2018 at 4:30 p.m.

ITEM J COMMISSION COMMENTS

Mr. Lacey asked for an update on the Nepotism and Certification of Relatives agenda items from the November meeting.

*These items will be brought back for a first reading at the February meeting.

ITEM K CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE—GOVERNMENT CODE SECTION 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 On a motion by Mr. Lacey, seconded by Mr. Kirby, and supported by the Chair, the meeting adjourned at 5:09 p.m.