



For the future of every student

MINUTES
OCTOBER 21, 2020

- CALL TO ORDER** A regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Multipurpose Room, 255 West Stanley Avenue, Ventura, California on October 21, 2020. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Kirby, Stallings and Walker. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director and Belen Gonzalez, Human Resources Supervisor.
- ADOPTION OF AGENDA** On a motion by Mr. Walker, seconded by Mr. Kirby, and supported by the Chair, the agenda for the October 21, 2020 Personnel Commission meeting was adopted as presented by a vote of 3-0. (Ayes – 3/Walker, Kirby, Stallings; Nay 0; Abstain 0)
- APPROVAL OF MINUTES** On a motion by Mr. Walker, seconded by Mr. Kirby, and supported by the Chair, the minutes of September 16, 2020 were approved by a vote of 3-0. (Ayes – 3/ Walker, Kirby, Stallings; 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:
- Christine Eldridge, Child Nutrition Assistant I, 26 Years
 - Ahdi Fakhouri, Paraeducator II, 12 Years
 - Sarah Jalaty, Paraeducator II, 13 Years
 - Martha Macias, Executive Asst. to the Superintendent, 32 Years
 - Behi Nadery, Parent Teacher Liaison & Paraeducator, 24 Years
 - Cynthia Randall, Library Technician II, 25 Years
 - Margaret Sandoval, School Support Secretary, 24 Years
 - Lynn Spina, Educational Sign Language Interpreter, 23 Years
 - Arnoldo Valdivia, Custodian, 11 Years
 - Joy Wheatley, Health Technician, 14 Years
 - Thomas Woods, Bus Driver, 13 Years
- In addition, the following retiree was present at the meeting and received a Certificate of Appreciation from the Commission for her years of service with the District:
- Maria Teresa Morales, Paraeducator, 32 Years
- PUBLIC COMMENTS** Stuart Lilly thanked VESPA and Human Resources for working hard to restore the position in Grounds and a position in Trades. It was appreciated by everyone in Facilities.
- ITEM F1** VESPA REPORT
Stuart Lilly provided VESPA’s report, and shared that they are working on sending out surveys to all of their members to prepare for negotiations and they are still in the process of holding interviews for their elections.
- ITEM F2** DIRECTOR’S REPORT
Ms. Crouch asked for a moment of silence in commemoration of Maria Padilla, Child Nutrition Assistant at Sheridan Way. Ms. Padilla recently passed away, and has three children, two of which are VUSD students. Our sincerest thoughts and support are with her family and friends during this time.
- She then reported:
- 1) The Board of Education has decided to reopen elementary schools and transition to in-person instruction on November 30th following a hybrid model, Group A would report on Monday and Tuesday, there would be no in-person instruction on Wednesday and Group B would report on Thursday and Friday.
 - 2) The District is currently meeting with both unions to negotiate a Memorandum of Understanding for the reopening of schools.

- 3) The District is working on putting out a handbook for parents and families as far as what to expect at the elementary schools and we are working on a handbook for the employees.
- 4) Classified Human Resources will be focusing on filling vacancies at the elementary sites in preparation of reopening. Health Technicians, Custodians and Noon Duty are the top priority as these positions will play a key role in the health and safety of our schools.
- 5) Congratulations to Ms. Cathi Stallings for completing the Merit System Academy.

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

- Fall break, October 26 to October 30, 2020
- Next BOE Meeting, Tuesday, November 10, 2020
- Veteran's Day, November 11, 2020
- Next Personnel Commission Meeting November 18, 2020

ITEM G1

APPROVAL OF REVISED CLASSIFICATION SPECIFICATION: BUILDING TRADES MECHANIC

After some discussion, on a motion by Mr. Walker, seconded by Mr. Kirby, and supported by the Chair, the proposed revised classification specification for Building Trades Mechanic was approved as amended by a vote of 3-0. (Ayes – 3/ Walker, Kirby, Stallings; Nay 0; Abstain 0)

ITEM H1

PERSONNEL TRANSACTIONS REPORT

On a motion by Mr. Kirby, seconded by Mr. Walker, and supported by the Chair, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Kirby, Walker, Stallings; Nay 0; Abstain 0)

ITEM I

COMMISSION COMMENTS

Ms. Cathi Stallings announced the passing of Ms. Barbara Hudoba, former VESPA Appointee, Personnel Commissioner who served from 2004 to 2010.

ITEM J

CLOSED SESSION:

It was decided that Closed Session was not needed at this time.

ITEM K

REPORT OF ACTION TAKEN IN CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

On a motion by Mr. Kirby, seconded by Mr. Walker, and supported by the Chair, the meeting adjourned at 5:02 p.m.