



## THE PERSONNEL COMMISSION

*(supporting education through merit)*

### OXNARD SCHOOL DISTRICT NOTICE OF SPECIAL MEETING

#### AGENDA

Thursday, November 8, 2018  
4:00 p.m. Special Meeting  
Oxnard Room of the ESC  
1051 South A Street, Oxnard, CA 93030

#### A. ORDER OF BUSINESS

1. Call Meeting To Order
2. Roll Call
3. Adoption of the Agenda
4. Approval of Minutes of October 11, 2018

#### B. COMMENTS BY THE PUBLIC

Public Comment provides the public an opportunity to address the Personnel Commission ("Commission") on non-agenda items. Speakers are requested to limit their remarks to three (3) minutes. The Commission shall limit the total time for Public Comment on each subject to fifteen (15) minutes. The Commission may not deliberate or take any action on items raised during this portion of the meeting.

#### C. ACTION ITEMS

1. Eligibility Lists *(page 5)*  
The Personnel Commission will review certification of eligibility lists.

**Note:** In accordance with the requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Personnel Commission before the meeting date. Any materials relating to an agenda item that are distributed less than 72 hours prior to a meeting are available at the Personnel Commission Office located at 1051 South "A" Street, Oxnard, California 93030

## **D. REPORTS/OTHER INFORMATION/DISCUSSION ITEMS**

These items are presented for information or study only, no action will be taken.

1. Personnel Actions *(page 13)*  
The Personnel Commission will receive a list of various personnel actions that relate to the transfer, retirement, or other action affecting, classified personnel.
2. Director's Report  
The Director of Classified Human Resources will report on staff management, current recruitments, and other matters.
3. Report by CSEA  
CSEA may report on Human Resources issues of interest to the District.
4. Report by Assistant Superintendent, Human Resources and Support Services  
The Assistant Superintendent, Human Resources, may report on Human Resources issues of interest to the District.
5. Report by Commissioners  
The Commissioners will report on issues concerning Commission administration.

## **E. CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS**

The Personnel Commission will convene to closed session for the following items:

Persons wishing to address the Personnel Commission on an agenda item identified in the Closed Session agenda may address the Personnel Commission.

1. Pursuant to Section 54957 of the Government Code, the Commission will consider personnel matters concerning :
  - Director, Classified Human Resources - Evaluation
2. Reconvene to open session and report out of closed session.  
The Commission will report on any action taken in closed session or take action on any item considered in closed session as may be required by Government Code Section 54957.1.

## **F. ADJOURNMENT**

**Note:** In accordance with the requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Personnel Commission before the meeting date. Any materials relating to an agenda item that are distributed less than 72 hours prior to a meeting are available at the Personnel Commission Office located at 1051 South "A" Street, Oxnard, California 93030



# OXNARD SCHOOL DISTRICT MEETING MINUTES

Thursday, October 11, 2018  
**4:00 p.m. Oxnard Room of the ESC**  
1051 South A Street, Oxnard, CA 93030

The Personnel Commission of the Oxnard School District met on Thursday, October 11, 2018, in the Oxnard Room of the ESC, 1051 South A Street, Oxnard, CA. The meeting was called to order by Commissioner Lopez at 4:02 p.m. CALL TO ORDER

A roll call of the Commission was conducted. In attendance were: ROLL CALL  
Irma J. Lopez, Chair of the Personnel Commission  
Edward M. Castillo, Member of the Personnel Commission  
Paul Robinson, Member of the Personnel Commission  
Shristie Nair-Villano, Director, Classified Human Resources  
Oralia Leyva, Senior Human Resources Analyst

Guests: Efrain Cazares, CSEA Vice President Representative

Commissioner Castillo moved to approve the agenda of Thursday, October 11, 2018 as presented. Commissioner Robinson seconded and the motion carried. ADOPTION OF THE AGENDA  
The vote was as follows 3-0. Castillo Y; Lopez Y Robinson Y

Commissioner Robinson moved to approve the minutes of September 13, 2018 as presented. Commissioner Castillo seconded and the motion carried. The vote was as follows 3-0. Castillo Y; Lopez Y; Robinson Y APPROVAL OF MINUTES

ACTION ITEMS

Commissioner Castillo moved to approve the eligibility lists of Child Nutrition Worker. Commissioner Robinson seconded and the motion carried. The vote was as follows 3-0. Castillo Y; Lopez Y; Robinson Y Eligibility Lists

REPORTS/OTHER  
INFORMATION/  
DISCUSSION ITEMS  
Personnel Actions

The Personnel Commission reviewed the Personnel Actions of September 19, 2018.

Mrs. Nair-Villano gave an update on the current recruitments for Substitute/Temporary Child Nutrition Worker, Substitute/Temporary Clerical, Paraeducator I, Paraeducator II/III, Substitute/Temporary Paraeducator II/III, Language Assessment Technician, Buyer, District Translator, Grounds Maintenance Worker I, Attendance Accounting Technician, Health Care Technician (LVN), Speech Language Pathology Assistant, School Occupational Therapist, Campus Assistant, AVID Tutor, Preschool Assistant, Preschool Teacher, Outreach Specialist, Family Liaison. She summarized the Commission's staff activities as of the last Commission meeting.

Director's Report

Mr. Cazares reported that negotiation dates have been scheduled. He also welcomed Ms. Leyva to the District.

Report by CSEA

Commissioner Castillo thanked CSEA and the District for their collaborative efforts in working for the benefit of the Classified service.

Report by  
Commissioner

There being no further business, the Commission adjourned at 5:29 p.m.

ADJOURNMENT

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*Shristie Nair-Villano, Secretary to the Personnel Commission*

This certifies that these are the full and correct minutes of the meeting of Thursday, October 11, 2018 as approved by the Personnel Commission of the Oxnard School District.

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*Date*

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*Chair, Personnel Commission*

**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 18-19:04

Established: 10/30/18

**DISTRICT TESTING & ASSESSMENT COORDINATOR**

<b>Rank</b>	<b>Name</b>	<b>Expiration Date</b>
1	Marin, Edith	10/30/2019
2	Mendez, Consecpcion	10/30/2019
3	Pena, Heather	10/30/2019
4	Eman, Jennifer	10/30/2019
5	Esparza, Brianna	10/30/2019
6	Williams, Vanessa Renee	10/30/2019
7	Schaber, Yvonne M	10/30/2019

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted.  
Lists may be created for six months with approval of the Personnel Commission.

**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 18-19:16

Established: 10/26/2018

**RISK MANAGEMENT SPECIALIST**

<b>Rank</b>	<b>Name</b>	<b>Expiration Date</b>
1	Muro, Elizabeth	10/26/2019
2	Perez, Candyce Nicole	10/26/2019
3	Morales, Ana	10/26/2019
4	Valencia, Erica	10/26/2019

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OXNARD SCHOOL DISTRICT



PERSONNEL COMMISSION

Recruitment Type: Dual Certification

Eligibility List No. 18-19:03

Director's Certification:

Established: 10/23/2018

## Outreach Specialist (Bilingual Spanish)

Rank	Name	Expiration Date
1	Chavez, Maricela (B)	10/23/2019
2	Hernandez Vivanco, Regina Reyes (B)	10/23/2019
2	Valencia, Alejandra (B)	10/23/2019
3	Coronado, Mariana E (B)	10/23/2019
4	Garcia, Maritza (B)	10/23/2019
4	Salinas, Tatiana (B)	10/23/2019
5	Enriquez, Monica M (B)	10/23/2019
5	Robles, Lisette V (B)	10/23/2019
6	Velasco, Jennifer C (B)	10/23/2019
7	Marin, Edith (B)	10/23/2019
7	Nava, Sonia S (B)	10/23/2019
8	Perez, Dalia C (B)	10/23/2019
9	Zamarripa, Jennifer (B)	10/23/2019
10	Ibarra, Pamela G (B)	10/23/2019
11	Flores, Melissa (B)	10/23/2019
12	Ordaz, Bianca K (B)	10/23/2019
13	Vazquez, Aracelly (B)	10/23/2019

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**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 18-19:02

Established: 11/1/2018

**FAMILY LIAISON (Bilingual Spanish)**

Rank	Name	Expiration Date
1	Perez, Dalia C (B)	11/1/2019
2	Guerrero, Dalia A (B)	11/1/2019
3	Robels, Lisette V (B)	11/1/2019
4	Coronado, Mariana (B)	11/1/2019
5	Chavez, Maricela (B)	11/1/2019
6	Ordaz, Bianca (B)	11/1/2019
7	Chavez, Beatriz (B)	11/1/2019
8	Enriquez, Monica (B)	11/1/2019
8	Flores, Melissa (B)	11/1/2019
8	Hernandez Vivanco, Regina Reyes (B)	11/1/2019
9	Mendoza, Maribel (B)	11/1/2019
10	Ortiz, Sandra (B)	11/1/2019
10	Salinas, Tatiana M (B)	11/1/2019
11	Torres, Jose V (B)	11/1/2019
12	Zamarripa, Jennifer (B)	11/1/2019

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**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 18-19:22

Established: 11/1/2018

**PARAEDUCATOR I**

<b>Rank</b>	<b>Name</b>	<b>Expiration Date</b>
1	Medley, Brianna	1/8/2019
2	Rad, Nima	1/8/2019
3	Cowell, Marianna Leo	1/8/2019
4	Mansur, Dominique J	11/1/2019
5	Martinez, Alejandra	1/8/2019
5	Rivera, Maria Soledad	11/1/2019
6	Franklin, Leslie R	11/1/2019
7	Ambriz, Nidia M	11/1/2019
7	Barrios, Stacy E	1/8/2019
7	Lumbrano, Angie	11/1/2019
7	Ordaz, Crystal	11/1/2019
7	Perez, Brenda	1/8/2019
8	Lopez, Araceli	11/1/2019
8	Santana, Annette Marie	1/8/2019
9	Rodrigues, Edmidia H	11/1/2019
9	Torres, Sharon	1/8/2019
10	Garcia Gutierrez, Perla	1/8/2019
10	Herrera Jr., Jesus	1/8/2019

**OXNARD SCHOOL DISTRICT**

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11	Lomeli, Briana	1/8/2019
11	Lopez, Natalie G	11/1/2019
12	Cano, Valerie	11/1/2019
12	Maldonado, David	1/8/2019
13	Oregel Ochoa, Dolores	1/8/2019
14	Ayala, Johanna	1/8/2019
15	Andres Velazquez, Ivette Nayeli	1/8/2019
16	Robles, Rojelio	1/8/2019

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**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 17-18:04&05  
Established: 11/5/2018

**PARAEDUCATOR II**

<b>Rank</b>	<b>Name</b>	<b>Expiration Date</b>
1	Cota, Rudy	2/26/2019
1	Cowell, Marianna	2/26/2019
1	Cruz, Mariana	2/26/2019
1	Hernandez, Steven	2/26/2019
1	Limon Garcia, Betsy	2/26/2019
1	Maag, Kevin	3/14/2019
1	Marques, Melissa	3/14/2019
1	Mendez, Yessica	3/14/2019
2	Aguilar, Bianca	11/5/2019
2	Lopez, Frank	11/5/2019
3	MacDonald, Amanda M	11/5/2019
4	Lopez, Araceli (B)	11/5/2019
5	Soria, Roxanne	11/5/2019
6	Corse, Alyssa	11/5/2019
7	Alvarez, Victoria	11/5/2019

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Lists may be created for six months with approval of the Personnel Commission.

**OXNARD SCHOOL DISTRICT**

Recruitment Type: Dual Certification

Director's Certification:



**PERSONNEL COMMISSION**

Eligibility List No. 17-18:04&05

Established: 11/5/2018

**PARAEDUCATOR III**

<b>Rank</b>	<b>Name</b>	<b>Expiration Date</b>
1	Ayala, Erika	2/26/2019
1	Cowell, Marianna	2/26/2019
1	Escobedo, Sonia	3/14/2019
1	Johnson, Shane	3/14/2019
1	Limon Garcia, Betsy	2/26/2019
1	Magg, Kevin	3/14/2019
1	Nuckolls, Betty	3/14/2019
2	Aguilar, Bianca	11/5/2019
2	Lopez, Frank	11/5/2019
3	MacDonald, Amanda M	11/5/2019
4	Lopez, Araceli (B)	11/5/2019
5	Soria, Roxanne	11/5/2019
6	Corse, Alyssa	11/5/2019
7	Alvarez, Victoria	11/5/2019

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CLASSIFIED PERSONNEL ACTIONS

**New Hire**

Aguilera, Naomi	School Office Manager, Position #2389 Soria 8.0 hrs./215 days	09/24/2018
Barajas, Monica	Child Nutrition Worker, Position #389 Brekke 4.5 hrs./185 days	09/10/2018
Lopez Beltran, Juan Carlos	Child Nutrition Worker, Position #2799 Lemonwood 5.0 hrs./185 days	09/17/2018
Lopez, Robert G	Warehouse Worker/Delivery Driver, Position #1016 Warehouse 4.0 hrs./215 days	09/24/2018
Mendez, Yessica	Paraeducator III, Position #1001 Special Education 5.75 hrs./183 days	09/24/2018
Prado, Yvette	Paraeducator I, Position #8777 English Learner Services 5.0 hrs./183 days	09/17/2018
Rivera, Edith D.	Child Nutrition Worker, Position #6627 Kamala 5.0 hrs./185 days	09/10/2018
Vega, Jessica	Paraeducator II, Position #5465 Special Education 5.75 hrs./183 days	09/24/2018

**Limited Term**

Ambriz, Nidia M	Paraeducator	09/13/2018
Briggs, Amanda K	Paraeducator	09/24/2018
Garcia, Edith	Paraeducator	09/10/2018
Ferrer Munson, Rafael	Translator	08/22/2018
Flores Salgado, Estefani	Paraeducator	08/23/2018
Juarez, Merari	Paraeducator	09/25/2018
Lopez, Hector	Paraeducator	08/23/2018
Martinez, Mayra A	Paraeducator	09/19/2018
Medrano, Sindy	Paraeducator	09/21/2018
Navarro, Brianna L	Paraeducator	09/17/2018
Pineda, Brenda D	Paraeducator	08/27/2018
Ponticelli, Kathleen E	Child Nutrition Worker	08/14/2018
Silva, Janet	Paraeducator/Preschool Teacher	09/10/2018

**Exempt**

Ayala, Annabel	Campus Assistant	09/11/2018
Burciaga, Heracleo	Campus Assistant	09/05/2018
Cardona, Vanessa	Campus Assistant	09/21/2018
Carrillo, Patricia	AVID Tutor	08/17/2018
Ceja, Alicia	AVID Tutor	08/23/2018
Diaz, Khristina	Campus Assistant	08/16/2018
Epps, Jennifer	Campus Assistant	09/17/2018
Garcia, Jonathan	Campus Assistant	09/20/2018
Juarez, Emily	Campus Assistant	09/21/2018
Lee, Michael	Campus Assistant	09/12/2018
Lorenz, Brett	Campus Assistant	09/17/2018
Mejia, Jeffrey	Campus Assistant	09/09/2018
Rodriguez, Bertha	Campus Assistant	09/17/2018

CLASSIFIED PERSONNEL ACTIONS

**Transfer**

Buenrostro, Ricardo	Child Nutrition Worker, Position #7278 Curren 5.0 hrs./185 days	09/24/2018
	Child Nutrition Worker, Position #2768 Fremont 5.0 hrs./185 days	
Gurrola, Mishael	Site Technology Technician, Position #2198 Sierra Linda 8.0 hrs./246 days	09/17/2018
	Site Technology Technician, Position #2950 Fremont 5.0 hrs./246 days	
Thomas, Elise M	Child Nutrition Worker, Position #2393 Soria 5.0 hrs./185 days	09/24/2018
	Child Nutrition Worker, Position #1176 Lemonwood 5.0 hrs./185 days	
Trevino Sanchez, Lydia	Intermediate School Secretary, Position #1503 Fremont 8.0 hrs./192 days	10/15/2018
	Intermediate School Secretary, Position #6242 Driffill 8.0 hrs./192 days	

**Return from Leave of Absence**

Navarro, Maria	Child Nutrition Worker, Position #1832 Chavez 5.0 hrs./185 days	09/04/2018
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**Unpaid Leave of Absence**

Duarte Flores, Karla	Paraeducator II, Position #7844	09/11/2018-05/09/2019 Tuesdays & Thursdays
Madrid, Tulsa	Adaptive Technology Specialist, Position #1283	10/03/2018-10/07/2018
Peralta, Ramona E	Preschool Assistant (B), Position #2663	10/01/2018-08/18/2019
Quezada, Alicia	Paraeducator I, Position #7829	09/07/2018-12/12/2018 Fridays Only

**Resignation**

Vivanco, Regina R	Paraeducator II, Position #7927 Special Education 5.75 hrs./183 days	09/28/2018
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CLASSIFIED PERSONNEL ACTIONS

**New Hire**

Frias Perez, Veronica	Child Nutrition Worker, Position #6627 Itinerant 5.0 hrs./185 days	10/08/2018
Larios, Joanna	Child Nutrition Worker, Position #2617 Itinerant 4.5 hrs./185 days	10/01/2018

**Limited Term**

Gutierrez, Yesenia	Paraeducator	10/02/2018
Ma, Rocio	Health Care Technician	09/27/2018
Mendoza, Lilibeth N	Paraeducator	09/26/2018
Poquiz, Glenn	Paraeducator	10/03/2018
Weisberger-Cohen, David A	Paraeducator	10/04/2018

**Exempt**

Banuelos, Irma	Campus Assistant	09/28/2018
Galloup, Matthew	Campus Assistant	09/28/2018
Ledesma, Charlette	Campus Assistant	10/03/2018
Magana, Janelly	Campus Assistant	09/17/2018
Martinez-Hernandez	Campus Assistant	09/18/2018
Moreno, Adrian	Campus Assistant	10/08/2018
Puga, Aileen	Campus Assistant	09/27/2018
Salcedo, Maria Del Carmen	Campus Assistant	09/17/2018
Ybarra, Jacob	Campus Assistant	09/28/2018

**Increase in Hours**

Marques, Melissa	Paraeducator III, Position #2855 Special Education 5.75 hrs./183 days Paraeducator III, Position #2855 Special Education 5.5 hrs./183 days	10/04/2018
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**Transfer**

Rivera, Edith D	Child Nutrition Worker, Position #2854 Ramona 5.0 hrs./185 days Child Nutrition Worker, Position #6627 Kamala 5.0 hrs./185 days	10/01/2018
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**Resignation**

Romero, Adriana	Secretary, Position #6416 Enrollment Center 8.0 hrs./246 days	09/28/2018
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