



THE PERSONNEL COMMISSION
(supporting education through merit)

OXNARD SCHOOL DISTRICT
NOTICE OF REGULAR MEETING
AGENDA

Thursday, February 11, 2016
3:30 p.m. Regular 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 January 21, 2016

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. Exam Appeal
The Personnel Commission will consider an appeal by applicant of disqualification from examination for the classification of Senior Human Resources Analyst.
2. Eligibility Lists
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
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. ADJOURNMENT



OXNARD SCHOOL DISTRICT MINUTES

Thursday, January 21, 2016
3:30 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, January 21, 2016, in the Oxnard Room of the ESC, 1051 South A Street, Oxnard, CA. The meeting was called to order by Commissioner Perez at 3:30 p.m.

CALL TO ORDER

A roll call of the Commission was conducted. In attendance were:

ROLL CALL

Manuel Perez, Chair of the Personnel Commission
Jan Rhoads, Vice Chair of the Personnel Commission
Irma Lopez, Member of the Personnel Commission

Jonathan Koch, Director of Classified Human Resources
Tanya Ventura, Staff member

Guests: Teresa Gern, Director, Certificated Human Resources and Jabbar Wofford, CSEA President.

Commissioner Rhoads moved to approve the agenda of Thursday, January 21, 2016 as amended. Item D4 was moved to D1. Commissioner Lopez seconded and the motion carried. The vote was as follows 3-0. Perez Y; Rhoads Y; Lopez Y

ADOPTION OF THE
AGENDA

Commissioner Perez moved to approve the minutes of Thursday, December 10, 2015 as amended. Commissioner Rhoads seconded and the motion carried. The vote was as follows 3-0. Perez Y; Rhoads Y; Lopez Y

APPROVAL OF
MINUTES

COMMENTS BY THE
PUBLIC
ACTION ITEMS

Commissioner Perez moved to set February 11, 2016 as the appeal hearing date. Commissioner Lopez seconded and the motion carried. The vote was as follows 3-0. Perez Y; Rhoads Y; Lopez Y

Set Date for Appeal
Hearing

Commissioner Rhoads moved to approve the eligibility lists of School Office Manager, NfL Family Liaison (B), Instructional Assistant CELDT (B), and Director of Facilities. Commissioner Lopez seconded and the motion carried. The vote was as follows 3-0. Perez Y; Rhoads Y; Lopez Y

Eligibility Lists

REPORTS/OTHER
INFORMATION/DISCUSSION ITEMS
Personnel Actions

The Personnel Commission reviewed the Personnel Actions of December 9, 2015.

Mr. Koch gave an update on the current recruitments for Adaptive Technology Specialist, Bus Driver (Temporary/Substitute), Child Nutrition Worker (Temporary/Substitute), Custodian (Temporary/Substitute), District Translator (Limited Term), Grounds Manager, Health Assistant, Information Systems Data Technician, Intermediate School Secretary, Office Assistant (Temporary/Substitute), Paraeducator (Temporary/Substitute), Paraeducator I, Paraeducator II, Paraeducator III, Paraeducator-Hearing Impaired (sign language), Preschool Assistant (B), School Occupational Therapist, Secretary, Senior Human Resources Analyst, Site Technology Technician, Speech-Language Pathology Assistant. He summarized the Commission's staff activities as of the last Commission meeting.

Director's Report

Mr. Wofford reported that a new employee orientation will be held on January 28, 2016.

Report by CSEA

Ms. Teri Gern reported that a mandatory meeting will be held for all new employees on January 28, 2016 in the Board Room. She also reported that staff has been attending staff development trainings and Dr. Vaca will report more on this at the following meeting. Ms. Gern announced that The Education Foundation Gala will be held at the tower club this weekend. She thanked all employees at Harrington for their hard work during the opening of the new school.

Report by Assistant Superintendent, Human Resources and Support Services

Commissioner Rhoads reported that she is unable to attend conference. Commissioner Lopez reported that she attended the Christmas lunch at the District office. She also reported that she attended the Harrington ribbon cutting.

Report by Commissioners

There being no further business, the Commission adjourned at 4:37 p.m. The next regular meeting will be held February 11, 2016.

ADJOURNMENT

Jonathan Koch, Secretary to the Personnel Commission

This certifies that these are the full and correct minutes of the meeting of Thursday, January 21, 2016 as approved by the Personnel Commission of the Oxnard School District.

Date

Chair, Personnel Commission

OXNARD SCHOOL DISTRICT

Recruitment Type: Dual Certification

Director's Certification:



PERSONNEL COMMISSION

Eligibility List No. 15-16:28

Established: 2/2/16

Grounds Manager

Rank	Name	Expiration Date
1	Cooper, John W	2/2/2017
2	Arcurio, John A	2/2/2017
3	Hernandez, Miguel	2/2/2017
4	O'Connell, Daniel F	2/2/2017
5	Fluharty, John D.	2/2/2017
5	Withers, Matthew	2/2/2017
6	Gonzalez, Ricardo	2/2/2017

New Hire

Chavez, Vanessa	Paraeducator III, Position #7342 Pupil Services 5.75 hrs./183 days	11/16/2015
Cummings, Natalie	Paraeducator I, Position #7190 Ritchen 2.0 hrs./183 days	12/07/2015
Ordaz, Bianca	Preschool Assistant (B), Position #2660 Driffill 3.0 hrs./183 days	11/30/2015
Rivera, Andrew	Paraeducator I, Position #7182 Marshall 1.0 hr./183 days	12/14/2015
Tapia, Elena	Preschool Assistant (B), Position #6360 McKinna 3.0 hrs./183 days	12/08/2015

Limited Term

Benabise, Alicia	Health Care Technician	12/08/2015
Conde, Azalia	Clerical	11/11/2015
Coronado, Mariana	Clerical, Paraeducator	12/01/2015
Elbo, Winnie	Health Care Technician	12/04/2015
Flores, Valeria	Child Nutrition Worker	12/08/2015
Gomez, Anel	Paraeducator	12/14/2015
Hernandez Vivanco, Regina	Paraeducator	11/17/2015
Herrera, Marina	Outreach Specialist	11/16/2015
Medina, Rosalva	Paraeducator	11/02/2015
Medrano, Evangelina	Child Nutrition Worker	10/15/2015
Perez, Eyra	Paraeducator	12/18/2015
Trejo, Leticia	Clerical	10/30/2015

Transfer

Murrieta, Nancy	Child Nutrition Worker, Position #2140 Curren 5.0 hrs./185 days Child Nutrition Worker, Position #1830 Marshall 5.0 hrs./185 days	12/01/2015
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Extend Leave of Absence

Figueroa, Karina	Attendance Accounting Technician (B), Position #31 Ramona 8.0 hrs./190 days	12/01/2015-04/22/2016
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Unpaid Leave of Absence

Noriega, Monica	Intermediate School Secretary (B), Position #921 Frank 8.0 hrs./192 days	11/20/15-2/1/2016
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Resignation

Barker, Lisa	Paraeducator I, Position #7189 Ritchen 4.0 hrs./183 days	12/04/2015
Harlin, Alejandra	NfL Family Liaison, Position #2433 Sierra Linda 6.0 hrs./180 days	12/18/2015
Perez, Yanet	Child Nutrition Worker, Position #1287 Rose Ave. 5.0 hrs./185 days	12/18/2015
Shattles, Melissa	Health Care Technician, Position #2944 Pupil Services 7.0 hrs./183 days	12/18/2015

Retirement

Marin, Mariano	Custodian, Position #377 Marina West 8.0 hrs./246 days	08/24/2000-12/30/2015
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New Hire

Elbo, Winnie	Health Care Technician, Position #2944 Pupil Services 7.0 hrs./183 days	01/12/2016
Pulido, Daniel	Paraeducator II, Position #6734 Special Ed. 5.75 hrs./183 days	01/11/2016

Exempt

Hernandez, Eduardo	Campus Assistant	01/11/2016
Navarro, Rosaicela	Campus Assistant	12/08/2015

Increase in Hours

Saenz, Mary	Paraeducator III, Position #2608 Pupil Services 5.75 hrs./183 days Paraeducator III, Position #2608 Pupil Services 5.5 hrs./183 days	01/21/2016
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Unpaid Leave of Absence

Murillo de Jeronimo, Erica	Compensatory Ed. Assistant, Position #1852 Ed. Services 8.0 hrs./215 days	01/11/2016-4/01/2016
Rodarte, Maribel	Child Nutrition Worker, Position #2679 Soria 5.0 hrs./185 days	01/11/2016-02/01/2016

Extended Leave of Absence

Galvan, Judith	Paraeducator III, Position #5466 Special Ed. 5.5 hrs./183 days	01/11/2016-12/20/2016
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FMLA

Aguirre, Jesus	HVAC Technician, Position #2628 Facilities 8.0 hrs./246 days	01/29/2016
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Resignation

Gush, Jonathan	Paraeducator III, Position #2883 Pupil Services 5.75 hrs./183 days	01/11/2016
Johnson, Karina	Office Assistant III, Position #2784 Ed. Services 8.0 hrs./246 days	01/29/2016
Rodriguez, Joshua	Paraeducator I, Position #7167 Brekke 4.0 hrs./183 days	01/08/2016