

# OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • (805) 385-1501



**THE PERSONNEL COMMISSION**  
SUPPORTING EDUCATION THROUGH MERIT

**PERSONNEL COMMISSION MEMBERS**

**Mr. Denis O'Leary, Chair**  
**Mr. Ernest Morrison, Vice Chair**  
**Mr. Paul Robinson, Member**

**AGENDA**  
**REGULAR MEETING**  
**Thursday, July 11, 2024**

**3:30 p.m. Regular Meeting**  
**Oxnard Room of the ESC**  
**1051 South A Street, Oxnard, CA 93030**

**REGULAR MEETING**

**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

## **Section A: ORDER OF BUSINESS**

- A.1 Call Meeting To Order**
- A.2 Roll Call**
- A.3 Adoption of the Agenda**
- A.4 Approval of Minutes June 13th, 2024**
- A.5 Approval of Minutes June 20th, 2024**

## **Section 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.

## **Section C: ACTION ITEMS**

- C.1 Advanced Step Placement for Diane Mize, Mental Health Manager**  
The Personnel Commission will ratify the advanced step placement for Diane Mize, Mental Health Manager
- C.2 Advanced Step Placement for Gabriela Prado, Occupational Therapist**  
The Personnel Commission will ratify the advanced step placement for Gabriela Prado, Occupational Therapist
- C.3 Advanced Step Placement for Karina Guido, Mental Health Clinician**  
The Personnel Commission will ratify the advanced step placement for Karina Guido, Mental Health Clinician
- C.4 Advanced Step Placement for Ashley Rodriguez, Occupational Therapist**  
The Personnel Commission will ratify the advanced step placement for Ashley Rodriguez, Occupational Therapist
- C.5 Advanced Step Placement for Guadalupe Martinez Cornejo, Outreach Specialist**  
The Personnel Commission will ratify the advanced step placement for Guadalupe Martinez Cornejo, Outreach Specialist
- C.6 Advanced Step Placement for Elvia Michel-Horta, Health Care Technician**  
The Personnel Commission will ratify the advanced step placement for Elvia Michel-Horta, Health Care Technician
- C.7 Eligibility Lists**  
The Personnel Commission will review certification of eligibility lists.

## **Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS**

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

**D.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.

**D.2 Report by CSEA**

CSEA may report on Human Resources issues of interest to the Personnel Commission.

**D.3 Report by Assistant Superintendent, Human Resources**

The Assistant Superintendent, Human Resources, may report on Human Resources issues of interest to the Personnel Commission.

**D.4 Director's Report**

The Director of Classified Human Resources will report on staff management, current recruitments, and other matters.

**D.5 Report by Commissioners**

The Commissioners will report on issues concerning Commission administration.

**Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS**

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

**Section F: CLOSED SESSION**

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

**F.1 Pursuant to Section 54957 of the Government Code, the Commission will consider a personnel matter concerning:**

- Public Employee Evaluation: Director, Classified Human Resources.

**F.2 Reconvene to open session and report out of closed session.**

The Commission will report on any action taken in closed session.

**Section G: ADJOURNMENT**