

PERSONNEL COMMISSION
MEETING AGENDA – February 19, 2025
(Meeting Location: Board Room)

A. CALL TO ORDER - 4:30 P.M.

B. ADOPTION OF AGENDA

C. APPROVAL OF MINUTES

- January 22, 2025 Regular Meeting

D. PUBLIC COMMENTS

Public comments are welcomed by the Personnel Commission within reasonable meeting time considerations in order to conduct the District's business. During this time the Chair of the Commission may acknowledge visitors' requests to speak on a topic not on the regular Personnel Commission agenda. The Personnel Commission is prohibited from taking action on any item that is not part of the printed and published agenda. Those requesting to speak are encouraged to submit comments in writing.

E. INFORMATION ITEMS

1. VESPA Report
2. Director's Report
3. Recruitment & Selection: Hiring Update
4. Next Regular PC Meeting: March 19, 2025

F. CONSENT AGENDA ITEMS

1. Personnel Transactions Report

G. COMMISSION COMMENTS — No official action will be taken.

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

Any individual with a disability, who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the Personnel Commission Office/Classified Human Resources, 255 W. Stanley Avenue, Suite 100, Ventura, CA 93001 or 805.641.5000, ext. 1170 or FAX 805.653.7852.

H. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957(b)

I. REPORT OF ACTION TAKEN IN CLOSED SESSION

J. ADJOURNMENT

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

Any individual with a disability, who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the Personnel Commission Office/Classified Human Resources, 255 W. Stanley Avenue, Suite 100, Ventura, CA 93001 or 805.641.5000, ext. 1170 or FAX 805.653.7852.



For the future of every student

MINUTES
January 22, 2025

CALL TO ORDER	A regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on January 22, 2025. Mr. Walker, Chair, called the meeting to order at 4:30 p.m. Present: Commissioners Campbell, Stallings, and Walker. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director; Reina Murillo, Human Resources Analyst, Confidential; and Belen Gonzalez, Human Resources Supervisor.
ADOPTION OF AGENDA	On a motion by Ms. Stallings, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU) the agenda for the January 22, 2025 Personnel Commission regular meeting was adopted by a vote of 3-0. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)
APPROVAL OF MINUTES	On a motion by Ms. Campbell, seconded by Ms. Stallings, MSCU the minutes of the December 18, 2024 Personnel Commission regular meeting were approved as presented by a vote of 3-0. (Ayes – 3/ Campbell, Stallings, Walker; Nay 0; Abstain 0) On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU the minutes of the January 16, 2025 Personnel Commission special meeting were approved as presented by a vote of 3-0. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)
PUBLIC COMMENTS	NONE
ITEM E1	<u>VESPA REPORT</u> Ms. Carol Peek, VESPA President reported: 1) VESPA has been active in attending the Special Board meetings regarding budgets. We are understanding the reality is there will be reductions. 2) In preparation for Classified reductions, VESPA has been encouraging members to review Article 19 in their contract. In addition, VESPA has encouraged members to review the Board meeting from December 13, 2024, where the budget was discussed. 3) VESPA acknowledges how hard these reductions will be. However, it has been appreciated the transparency by the district as VESPA has been invited to many meetings and previews of the budget. We have been able to ask any questions and bring up any concerns. VESPA feels the district has been very open and supportive of what the Classified members need. 4) VESPA has requested a forum where someone from Executive Cabinet would come out and answer any questions about the budget and staff reductions. The district has been very gracious and understanding. There is empathy and we feel we will all try to make this as easy as we all possibly can.
ITEM E2	<u>DIRECTOR'S REPORT</u> Ms. Crouch reported • All staff returned from winter break on January 6 & 7, 2025. • There was an all-staff in-service day on January 6th at BHS. The day began with a key note speaker, followed by training sessions for both classified and certificated staff. • Commissioner Campbell and I presented the Personnel Commission's 2023-24 Annual Report to the Board of Education on January 14th. Ms. Crouch continued with the following VUSD calendar highlights and upcoming events: • Next regular Board of Education Meeting will be held February 4th • President's Day holiday, February 10th & 17th
ITEM E3	<u>Recruitment & Selection: Hiring Update</u> • Classified HR is focusing on continuing to establish eligibility lists for Paraeducator II & III, and final selection interviews will be scheduled over the next several weeks.

- The HR team will be gearing up for career fairs that will be held late winter/early spring. We will be partnering with local universities and colleges to promote classified and certificated employment opportunities for the upcoming school year.

- ITEM E4 Next Regular PC Meeting: February 19, 2025
The next regular Personnel Commission meeting will be held on February 19, 2025.
- ITEM F1 APPROVAL OF REVISIONS TO PERSONNEL COMMISSION RULES & REGULATIONS, CHAPTER 200 – LAYOFF AND REEMPLOYMENT PROCEDURES
On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU the Personnel Commission approved the revisions to Personnel Commission Rules and Regulations, Chapter 200, Layoff and Reemployment Procedures as amended in accordance with PCRR Section 20.2.7, #6 by a vote of 3-0. (Ayes – 3/Stallings, Campbell, Walker; Nay 0; Abstain 0)
- ITEM G1 PERSONNEL TRANSACTIONS REPORT
On a motion by Ms. Campbell, seconded by Ms. Stallings, MSCU to approve the Personnel Transactions Report by a vote of 3-0. (Ayes – 3/Campbell, Stallings, Walker; Nay 0; Abstain 0)
- ITEM H COMMISSION COMMENTS
The Commission wished everyone a happy new year.
- ITEM I CLOSED SESSION
On a motion by Ms. Campbell, seconded by Ms. Stallings, MSCU by a vote of 3-0 (Ayes – 3/ Campbell, Stallings, Walker; Nay 0; Abstain 0) the Commission moved into closed session at 4:54 p.m. to discuss:
1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 (b)
- The meeting returned to Open session at 5:05 p.m.
- ITEM J REPORT OF ACTION TAKEN IN CLOSED SESSION
The Commission reported that no action was taken in closed session.
- ADJOURNMENT On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU to adjourn the meeting at 5:06 p.m. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)



Personnel Transaction Report

Consent Agenda Items

To Personnel Commission for Approval

Meeting Date:02/19/2025

New Hires

Last Name	First Name	Job Class Description	Date
Collier	Lindsay	Human Resources Specialist	01/24/25
Ayala	Martha	Paraeducator II	01/27/25
Camacho	Ar-Tittaya	Paraeducator II	02/11/25
Hoefer	Matthew	Paraeducator II	01/13/25
Ramos	Zahaira	Paraeducator II	02/03/25
Rimpa	Joseph	Paraeducator II	02/01/25
Gomez	Gerardo	Paraeducator III	01/29/25

Permanent to Probationary

Last Name	First Name	Job Class Description	Date

Probationary to Permanent

Last Name	First Name	Job Class Description	Date
Cruz	Noemi	ASB Accounting Technician	01/14/25
Rodriguez	Leticia	Associate	02/05/25
Hernandez	Jose	Bus Driver	01/29/25
Lievanos	Sandra	Bus Driver	01/28/25
Villegas	Jocelyn	Bus Driver	01/10/25
Gorospe	Algrae	Certified Spch/Lang Path Asst	02/06/25
Alvarez	John	Electrician	01/14/25
Viado	Joanna	Fiscal Specialist-Conf	01/17/25
Oseguera	Ernesto	Grounds Equipment Operator	01/28/25
Sanchez	Jeremiah	Grounds Maintenance Worker I	01/29/25
Cardozo	Paulina	Health Technician	02/06/25
Murillo	Maya	Health Technician	01/18/25
Chavez	Andrea	Licensed Clinician	01/23/25
Goodwell	Teresa	Paraeducator III	01/22/25
Mendoza	Claudia	School Adm. Assistant III	02/11/25
Arellanes	Candace	School Services Assistant II	02/08/25
Lopez	Xiomara	School Services Assistant II	02/07/25
Noell	Denise	Student Data Specialist II	01/10/25

--	--	--	--

Limited Term, Provisional & Exempt

Last Name	First Name	Job Class Description	Date
McKee	Sean	Campus Supervisor	02/01/25
White	Katie	Campus Supervisor	02/01/25
Fox	Ruby	Campus Support Asst	02/01/25
Herron	Mariah	Campus Support Asst	02/01/25
Rodriguez	Clarissa	Campus Support Asst	02/01/25
White	Katie	Campus Support Asst	02/03/25
Johnson	Elizabeth	Child DevTeacher	02/01/25
Edwards	Mary	Child Nutr Asst I	02/06/25
Hernandez	Sara	Child Nutr Asst I	02/06/25
Rodriguez	Clarissa	ESSA	02/01/25
Rodriguez	Clarissa	Health Tech	02/01/25
Barks	Nicole	Health Technician	02/07/25
Gonzalez	Cynthia	Language Assessor	02/11/25
Matehuala	Rebeca	Para-After School	02/01/25
Rosas	Yamilet	Para-Aftr Schl	02/01/25
Gallegos	Annette	Paraeducator I	02/01/25
McKee	Sean	Paraeducator I	02/01/25
Rodriguez	Clarissa	Paraeducator I	02/01/25
Aist	Emma	Paraeducator II	02/01/25
Bair	Natalie	Paraeducator II	02/01/25
Excinia	Sydney	Paraeducator II	02/01/25
Gordhan	Vaishali	Paraeducator II	02/01/25
Guerra	Andrea	Paraeducator II	02/01/25
Rosas	Yamilet	Paraeducator II	02/01/25
Tabora	Kimberly	Paraeducator II	02/01/25
Tryon	Gisele	Paraeducator II	02/01/25
Belluomini	Krystal	Prof Expert VI	02/01/25
MacHarg	Madeleine	Prof Expert VIII	02/01/25
Gordhan	Vaishali	SAA I	02/01/25

Appointment to Additional Probationary Position

Last Name	First Name	Job Class Description	Date
Leventhal	James	Custodian	1/6/2024

Appointment to Additional Permanent Position

Last Name	First Name	Job Class Description	Date

Separation from Service

Last Name	First Name	Job Class Description	Date
MartinezGarcia	Viviana	Campus Support Asst	01/31/25
Fernandez	Johanna	Licensed Clinician	01/21/25
Espinoza	Ayanna	Paraeducator II	02/06/25
Mendoza	Leonel	Paraeducator II	01/28/25

Willner	David	Paraeducator II	02/18/25
Betancourt	Kimberly	Student Data Technician	02/07/25

Leave of Absence

Last Name	First Name	Job Class Description	Date
Morrish	Christopher	After School Para Liaison	01/21/25 - 01/24/25 Paid Parental/Bonding
Vargas	Jesus	Building Trades Mechanic	01/06/25-01/31/25 Paid Parental/Bonding Leave
Tobias	Gorgonio	Bus Driver	01/16/25-06/05/25 Unpaid Leave
Kazeminejad	Masumeh	Child Development Teacher	01/06/25 -03/31/25 Unpaid Leave
Pulido	Caroline	College Career Technician	01/13/25-06/05/25 Unpaid Leave
Galensky	Alexis	Paraeducator After School	01/29/25 - 04/29/25 Paid Parental/Bonding Leave 2 of 2 Positions
Mateos	Avril	Paraeducator I	01/30/25 - 05/02/25 Unpaid Leave 1 of 2 Positions
Mateos	Avril	Paraeducator I	01/30/25 - 05/02/25 Unpaid Leave 2 of 2 Positions
Galensky	Alexis	Paraeducator II	01/29/25 - 04/29/25 Paid Parental/Bonding Leave 1 of 2 Positions
Ayala	Carly	Paraeducator II	01/21/25 - 05/18/25 Unpaid Leave
Ayala	Steve	Paraeducator III	01/07/25 - 05/18/25 Unpaid Leave
Prado	Anai	Paraeducator III	01/04/25 - 06/05/25 Unpaid Leave

Change of Status

Last Name	First Name	Job Class Description	Date
Claudio	Valerie	Paraeducator II	10/07/2024: Change in Position only, same classification, same timebase & location
Randolph	Denise	Paraeducator II	11/04/24: Change in Hours -- 23.75 hrs/wk to 28.75 hrs/day;same classification;same location
Rodriguez	Itzel	Paraeducator II	12/01/24: Change in Hours -- 25 hrs/wk to 28.75 hrs/day;same classification;same location

Working Out of Class

Vacancy

Last Name	First Name	Job Class Description	Month	Date	Year	Note
Lopez	Alexia	Food & Nutr Svcs-Oprs Asst-D19	January	7,10,13	2025	
Cox	Kathryn	After School Paraeducator Liaison-E48	January	6-10,13-14;16-17;21-24;27-31	2025	
Perez	Leonard	Grounds Maintenance Worker II-F64	January	6-10;13-17;21-24;27-31	2025	
Domme	Bonnie	Food & Nutr Svcs-Oprs Spec-D21	January	6-10;13-17;21-23;27-31	2025	
Navarro	Gricelda	Attendance Technician-A32	January	7-8	2025	Position filled 01/09/25
Olson	Michelle	Child Nutr Assist II-D62	January	7-10;13-16;21-24;27-31	2025	
Boccali	Stacey	After School Paraeducator Liaison-E48	January	6-10;13-17;20-24;27-29;31	2025	
Guillen	Bernadette	Child Developmt Site Leader-E25	December	16-20	2024	Position filled 01/07/25

Covering for EE who is WOC

Last Name	First Name	Job Class Description		Date		
Begum	Bushra	Child Nutr Assist II-D62	January	7-10;13-17;21-24;27-31	2025	
Flores	Yezenia	Child Nutr Mgr-Elementary-D38	January	7-10;13-17;21-24;27-31	2025	

Covering for EE who is on LOA

Last Name	First Name	Job Class Description		Date		
Espinosa	Mark	Building Trades Mechanic-F57	January	13-17;21-24;27-31	2025	
Hernandez	Maria	Child Nutr Mgr-Elementary-D38	January	7-10;13-17;21-24;27-31	2025	

Limited Term Assignment/Extra Help

--	--	--	--	--	--	--

Other Reasons

Last Name	First Name	Job Class Description	Month	Date	Year	
Rivera	Ruth	Child Nutr Mgr-Elementary-D38	January	13-15	2025	
Hopkins	AnneMarie	Child Nutr Mgr-Elementary-D38	January	30	2025	
Lopez	Alexia	Child Nutr Mgr-Secondary-D36	January	31	2025	
Valenzuela	Eric	Lead Custodian-F42	February	4	2025	
Lopez	Gisela	Child Nutr Mgr-Elementary-D38	January	8-9	2025	
Kaiser	Karen	Child Nutr Mgr-Secondary-D36	January	15	2025	
Casarez	Nora	Child Nutr Assist III-D61	January	28-29;31	2025	
Longines	Carmen	Child Nutr Mgr-Elementary-D38	January	24	2025	
Davis	Michael	Warehouse Supervisor-J06	January	16-17	2025	
Valenzuela	Eric	Lead Custodian-F42	January	16-17;20-23	2025	
Sweatt	Charles	Head Custodian II-F37	January	21;31	2025	