

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

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

B. ADOPTION OF AGENDA

C. APPROVAL OF MINUTES

- January 30, 2025 Special Meeting
- January 31, 2025 Special Meeting
- February 12, 2025 Special Meeting
- February 19, 2025 Regular Meeting
- February 26, 2025 Special 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: April 16, 2025

F. CONSENT AGENDA ITEMS

1. Personnel Transactions Report

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.

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

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For the future of every student

MINUTES
January 30, 2025

- CALL TO ORDER A special meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on January 30, 2025. Mr. Walker, Chair, called the meeting to order at 8:38 a.m.
- ADOPTION OF AGENDA Present: Commissioners Walker, Campbell and Stallings. Legal Counsel for the Personnel Commission: Sharon Ormond, of Atkinson, Andelson, Loya, Ruud & Romo. Classified Human Resources Staff Members Present: Reina Murillo, Human Resources Analyst, Confidential.
On a motion by Ms. Stallings, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU) the agenda for the January 30, 2025 Personnel Commission special meeting was adopted by a vote of 3-0. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)
- PUBLIC COMMENTS None
- ITEM D1 CLOSED SESSION
On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU by a vote of 3-0 (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0) the Commission moved into closed session at 8:48 a.m. to discuss:
1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 (b)
- ITEM E The meeting returned to Regular Open session at 9:25 a.m.
- ITEM F REPORT OF ACTION TAKEN IN CLOSED SESSION
The Commission reported that no action was taken in closed session.
- PUBLIC COMMENTS None
- ITEM H1 EMPLOYEE DISCIPLINE HEARING
Employee Discipline Hearing pursuant to Personnel Commission Rules and Regulations regarding employee # 119.
- ADJOURNMENT Mr. Walker, Personnel Commission Chair, called the hearing to a recess and will continue the hearing on January 31st at 8:30 a.m. There was no need to return to closed session.



For the future of every student

MINUTES
January 31, 2025

CALL TO ORDER	A special meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on January 31, 2025. Mr. Walker, Chair, called the meeting to order at 8:32 a.m. The hearing resumed from the prior day. The Commission determined there was no need to enter into closed session prior to resuming hearing.
ADOPTION OF AGENDA	
CLOSED SESSION	
	Present: Commissioners Walker, Campbell and Stallings. Legal Counsel for the Personnel Commission: Sharon Ormond, of Atkinson, Andelson, Loya, Ruud & Romo. Classified Human Resources Staff Members Present: Reina Murillo, Human Resources Analyst, Confidential.
ITEM H	<u>EMPLOYEE DISCIPLINE HEARING</u>
	The Commission resumed the employee discipline hearing pursuant to Personnel Commission Rules and Regulations regarding employee # 119 as a continuance from January 30, 2025.
ADJOURNMENT	Mr. Walker, Personnel Commission Chair, called the hearing to a recess and will continue the hearing on February 12 th at 8:30 a.m. There was no need for closed session.



For the future of every student

MINUTES

February 12, 2025

CALL TO ORDER	A special meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on February 12, 2025. Mr. Walker, Chair, called the meeting to order at 8:30 a.m. The hearing resumed from January 31, 2025. The Commission determined there was no need to enter into closed session prior to resuming hearing.
ADOPTION OF AGENDA	
CLOSED SESSION	
	Present: Commissioners Walker, Campbell and Stallings. Legal Counsel for the Personnel Commission: Sharon Ormond, of Atkinson, Andelson, Loya, Ruud & Romo. Classified Human Resources Staff Members Present: Reina Murillo, Human Resources Analyst, Confidential.
ITEM H	<u>EMPLOYEE DISCIPLINE HEARING</u>
	The Commission resumed the employee discipline hearing pursuant to Personnel Commission Rules and Regulations regarding employee # 119 as a continuance from January 31, 2025.
CLOSED SESSION	There was no need for closed session.
ADJOURNMENT	On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU to adjourn the meeting at 6:00 p.m. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)



For the future of every student

MINUTES
February 19, 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 February 19, 2025. Mr. Walker, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Walker, Campbell and Stallings. 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. Campbell, seconded by Ms. Stallings, Motion/Seconded/Carried Unanimously (MSCU) the agenda for the February 19, 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. Stallings, seconded by Ms. Campbell, MSCU the minutes of the January 22, 2025 Personnel Commission regular 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 VESPA REPORT
Ms. Nadia Herrera, VESPA Secretary reported:
- 1) VESPA has been an active participant in attending all the employee meetings regarding layoffs and reductions of their positions.
 - 2) Tonight, February 19th, VESPA is hosting a townhall meeting at the VESPA office in partnership with CTA to provide members who have received layoff notifications, information on seniority, bumping rights and what next steps will look like for those members. A townhall was previously held on February 12th from 4:30pm- 6:00pm for members impacted by layoff notices. Approximately 80 members attended. VESPA anticipates there may be a need to offer another information townhall meeting. VESPA's goal is to keep members informed and feeling supported through this challenging process.
 - 3) According to VESPA's information, about 100 layoff notices were distributed and approximately 100 positions were reduced. As VESPA calculated, Facilities appears to be the department impacted the most by reductions. It was noted that this department is the most understaff as well.
 - 4) VESPA is also holding elections for Vice President and Treasurer. In addition, elections are being held for the odd number zone directors.
- ITEM E2 DIRECTOR'S REPORT
Ms. Crouch reported
- At the February 4th Board of Education meeting, the Board took action to approve a resolution to reduce a number of classified positions. As a result, preliminary layoff notices have been sent to impacted employees, and HR is currently meeting with these employees to explore their bumping rights and assignment options for next school year. VESPA representatives are also in attendance at these meetings.
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:
- The next regular Board of Education Meeting will be held February 25th.
- ITEM E3 Recruitment & Selection: Hiring Update
- 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 to fill these positions.
- ITEM E4 Next Regular PC Meeting: March 19, 2025
The next regular Personnel Commission meeting will be held on March 19, 2025.

- ITEM F1 PERSONNEL TRANSACTIONS REPORT
On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU to approve the Personnel Transactions Report by a vote of 3-0. (Ayes – 3/Stallings, Campbell, Walker; Nay 0; Abstain 0)
- ITEM G COMMISSION COMMENTS
None
- ITEM H CLOSED SESSION
On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU by a vote of 3-0 (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0) the Commission moved into closed session at 4:45 p.m. to discuss:
1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 (b)

The meeting returned to Open session at 4:53 p.m.
- ITEM I 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 4:54 p.m. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)



For the future of every student

MINUTES
February 26, 2025

- CALL TO ORDER A special meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on February 26, 2025. Mr. Walker, Chair, called the meeting to order at 4:00 p.m.
- ADOPTION OF AGENDA Present: Commissioners Walker, Campbell and Stallings. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director; and Reina Murillo, Human Resources Analyst, Confidential.
On a motion by Ms. Stallings, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU) the agenda for the February 26, 2025 Personnel Commission special meeting was adopted by a vote of 3-0. (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0)
- PUBLIC COMMENTS None
- ITEM D1 CLOSED SESSION
On a motion by Ms. Stallings, seconded by Ms. Campbell, MSCU by a vote of 3-0 (Ayes – 3/ Stallings, Campbell, Walker; Nay 0; Abstain 0) the Commission moved into closed session at 4:01 p.m. to discuss:
1. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957 (b)
- ITEM E REPORT OF ACTION TAKEN IN CLOSED SESSION
The Commission reported that no action was taken in closed session.
- ADJOURNMENT On a motion by Ms. Campbell and seconded by Ms. Stallings, MSCU to adjourn the meeting at 4:51 p.m. (Ayes – 3/ Campbell, Stallings, Walker; Nay 0; Abstain 0)



Personnel Transaction Report

Consent Agenda Items

To Personnel Commission for Approval

Meeting Date:03/19/2025

New Hires

Last Name	First Name	Job Class Description	Date
Carrillo	Amanda	Child Nutr Assist I	02/18/25
Echeverria	Yeimy	Child Nutr Assist I	02/18/25
GaliciaHerrera	Lidubina	Child Nutr Assist I	02/18/25
Guzman	Susan	Child Nutr Assist I	02/18/25
Porto	Jonathan	Licensed Clinician	03/03/25
Martinez Hernandez	Miriam	Paraeducator II	02/24/25
Patton	Antonio	Paraeducator II	03/03/25
Magana	Kendra	Paraeducator III	02/12/25
Vasquez	Johnny	Paraeducator III	02/18/25

Permanent to Probationary

Last Name	First Name	Job Class Description	Date
Oswald	Amy	Paraeducator III	2/24/2025 (Promotion)

Probationary to Permanent

Last Name	First Name	Job Class Description	Date
De Lara	Angela	Bus Driver	02/20/25
Stockton	Tawny	Paraeducator I - TK	02/11/25
Fierros	Juanita	School Adm. Assistant III	02/28/25
Carpinteyro	Michelle	School Services Assistant II	02/14/25
Lugo	Nelly	School Services Assistant II	02/13/25
Naranjo	Claudia	School Services Assistant II	02/14/25
Valdez	Carla	Student Data Technician	02/15/25

Limited Term, Provisional & Exempt

Last Name	First Name	Job Class Description	Date
Baca	Jason	Campus Supervisor	03/01/25
Salazar	Andres	Campus Supervisor	03/01/25
Baca	Jason	Campus Support Asst	03/01/25
Salazar	Andres	Campus Support Asst	03/01/25
Baca	Jason	Child Nutr Asst I	02/18/25
Pfaffenzeller	Veronica	Child Nutr Asst I	02/14/25
Lopez	Alexia	Child Nutr Mgr Sec	03/01/25

Gonzalez	Cynthia	Language Assessor	02/11/25
Travis	Lauren	Para-Aftr Schl	03/01/25
Patton	Antonio	Para-Aftr Schl	03/01/25
Moreno	Adrian	Paraeducator II	03/01/25
Travis	Lauren	Paraeducator II	03/01/25
Uriarte Perez	Melissa	Paraeducator II	03/01/25
Ramos	Leticia	SSA I	02/27/25
Ziegler	Valeri	SSA I	03/01/25

Appointment to Additional Probationary Position

Last Name	First Name	Job Class Description	Date

Appointment to Additional Permanent Position

Last Name	First Name	Job Class Description	Date

Separation from Service

Last Name	First Name	Job Class Description	Date
Garcia	Jorge	Campus Supervisor	04/18/20256 (Early Tell)
Gonzales	Lewis	Custodian	6/30/2025 (Early Tell)
Lopez Beltran	Juan Carlos	Custodian	02/21/2025
Moreno	Jose	Custodian	06/30/2025 (Early Tell)
Wreesman	Debra	Elementary School Services Assistant	06/05/2025 (Early Tell)
Wreesman	Debra	Health Technician	06/06/2025 (Early Tell)
Roche	Christopher	Lead Custodian	06/30/2025 (Early Tell)
Hunt	Diana-Rae	Paraeducator I	06/05/2025 (Early Tell)
Tellez	Maria	Paraeducator I	06/05/2025 (Early Tell)

Leave of Absence

Last Name	First Name	Job Class Description	Date
Grajeda	Jessica	Cert. Speech & Language Pathologist Asst.	02/24/25-03/21/25 Paid Parental/Bonding Leave
Briggs	Ashley	Child Development Teacher	02/26/25 - 05/27/25 Paid Parental/Bonding
Mijares	Danielle	School Services Assistant II	02/15/25-03/02/25 Paid Parental/Bonding Leave

Change of Status

Last Name	First Name	Job Class Description	Date
Savard	Mary	Licensed Nurse, RN	02/01/25: Submitted CA State Audiometrist Certificate, change in classification from Level II to Level III; same timebase & location