



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

4400 Cathedral Oaks Road
P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING
May 22, 2025 – 12:30 p.m.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Carmen Jaramillo called the meeting to order at 12:30 p.m.

2. Roll Call

Members present:

Carmen Jaramillo, Chair

Mike Ostini, Vice Chair

Gary Pickavet, Commissioner (arrived at 12:37)

3. Pledge of Allegiance

Carmen Jaramillo led the Pledge of Allegiance.

4. Changes to the Agenda — None

5. Introduction of Staff and Guests

Staff present:

Mari Minjarez Gonzales, Associate Superintendent, Human Resources

Wendy Garcia, Certificated Human Resources Technician

Tracie Cordero, Classified Human Resources Specialist

The Associate Superintendent, Human Resources presented recommendations in the absence of the Director, Human Resources.

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held April 24, 2025

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 2-0

8. Communications — None

9. Informational Items**a. Media Releases/Editorials**

The Associate Superintendent, Human Resources summarized four media releases: four teachers received Teacher Recognition Awards for 2024-25 from the Rotary Club of Santa Barbara; the results of the 24th annual Battle of the Books, in which elementary and junior high students competed in three different events in North and South County (with the junior high competition taking place virtually); Natalie Wilkes of Monte Vista Elementary School in Santa Barbara was named 2026 Teacher of the Year for Santa Barbara County; and an announcement of the upcoming I Madonnari street painting festival, a major event coordinated by SBCEO's Children's Creative Project.

b. Legislative Update

The Associate Superintendent, Human Resources provided an update on AB 2971, which mandated CDE to create a classified employee staffing ratio workgroup made up of HR staff, labor representatives, and advocacy groups from LEAs around the state. She noted that both she and the Director, Human Resources had applied to the workgroup and that she, the Associate Director, had been selected. She related that the first meeting had made clear the diversity of LEAs in terms of size and staffing, and the challenge that could pose in formulating recommended staffing ratios.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated June 12, 2025****c. Position Announcements**

- i. Manager, Engagement and Support (Dual – Location flexible)
- ii. Coordinator, Educational Data (Dual – Santa Barbara)

11. Action Items**a. Ratification of Eligibility Lists**

- i. Behavioral Health Practitioner (Open Continuous – Santa Maria)
- ii. Educational Interpreter, American Sign Language - Certified (Open Continuous – Santa Maria)
- iii. Manager, Communications (Open/Promotional – Santa Barbara)

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

b. Classification of Positions — None**c. Job Descriptions**

The Director, Human Resources recommended the approval of revisions to the following job descriptions:

- i. Paraeducator
- ii. Paraeducator, Behavioral Intervention

No change in salary range for either classification was proposed. The proposed revisions had the support of CSEA and the Associate Superintendent, Special Education.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

d. Abolition of Classifications

The Director, Human Resources recommended the abolition of the following classifications:

- i. Educational Data Analyst.
- ii. Digital Media Resources Specialist, IMS.

These recommendations had the support of the Associate Superintendent, Curriculum & Instruction.

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

UNFINISHED BUSINESS**12. Approve 2025-26 Personnel Commission Meeting Schedule**

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

13. Adoption of 2025-2026 Personnel Commission Budget

Carmen Jaramillo called the public hearing to order at 1:00 p.m. The public hearing was conducted in accordance with the requirements of California Education Code Section 45253 for consideration of the Personnel Commission budget for fiscal year 25-26. No members of the public were present for the public hearing. The public hearing was closed at 1:01 p.m.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

NEW BUSINESS — None**REPORTS****16. PERSONNEL COMMISSIONER REPORTS**

Commissioner Pickavet apologized for arriving late.

Commissioners Ostini and Jaramillo had no PC-related items to report.

17. DIRECTOR, HUMAN RESOURCES REPORT

The Associate Superintendent relayed a quote from the Director that she was very grateful to the Associate Superintendent for stepping in so the Director could take a vacation.

18. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION

The Personnel Commission went into closed session at 1:02 p.m. with the Associate Superintendent, Human Resources to complete the annual performance evaluation for the Director, Human Resources. Closed session ended at 1:13 p.m. No action to report.

ADJOURNMENT

There being no further business, there was a motion to adjourn.

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

The meeting was adjourned at 1:15 p.m. The next regular meeting will be held on Thursday, June 26, 2025, at 12:30 p.m. The meeting will be held in the Santa Barbara County Education Office Board Room, Santa Maria and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Barbara.



Amy R. Ramos
Director, Human Resources
Secretary to the Personnel Commission



Carmen Jaramillo
Chair, Personnel Commission