



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
August 28, 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

3. Pledge of Allegiance

Carmen Jaramillo led the Pledge of Allegiance.

4. Changes to the Agenda — None

5. Introduction of Staff and Guests

Staff and guests present:

Gina Branum, Associate Superintendent, Human Resources
Amy Ramos, Director, Human Resources
Wendy Garcia, Certificated Human Resources Technician
Tracie Cordero, Classified Human Resources Specialist

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held July 18, 2025

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

8. Communications — None

9. Informational Items

a. Media Releases/Editorials

There were three items from the County Superintendent:

- i. The first was a media release about our 2026 distinguished educators, who teach in schools and districts throughout Santa Barbara County. These six educators, along with the 2026 Teacher of the Year and Santa Barbara Bowl Performing Arts Teacher of the Year, will be honored at the annual Salute to Teachers gala, taking place this year on October 25 at the Music Academy of the West.
- ii. The second was a news article about Dr. Peter MacDougall, who passed away recently. Dr. MacDougall was a prominent educator in our community for more than 20 years as the Superintendent/President of Santa Barbara City College, and who also served on the County Board of Education for 16 years.
- iii. The third was an op-ed by Dr. Salcido about the effects that the presidential administration's policies, including funding freezes and immigration enforcement, are having on the field of education and therefore on children. The piece acknowledges that people may have a variety of views on policy and politics and also emphasizes that protecting children is a shared human value and celebrates the educators and others in our community who are working to help children feel safe and supported.

b. Legislative Update

The Director, Human Resources provided an update about the new requirement stemming from Assembly Bill 2158. All Board members and Personnel Commissioners serving as of January 1, 2025 are now required to complete ethics training by January 1, 2026, and every two years after that. To meet this requirement, SBCEO has selected a free, online training provided by the Fair Political Practices Commission. The training takes two hours, and Commissioners were provided with a handout that includes simple steps to access the course, complete it, and submit their certificate. The Director will also send the handout electronically so Commissioners can access the link.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated September 11, 2025****c. Position Announcements**

- i. Chief Technology Officer (Dual – Santa Barbara)
- ii. Early Care and Education Lead (Promotional – Santa Maria)
- iii. Manager, Program Services (Dual – Santa Barbara)
- iv. Paraeducator (Dual – North County)

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

- i. Teaching Assistant (Bilingual) – Promotional, Santa Maria

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 3-0

b. Classification of Positions

The Director, Human Resources recommended establishing the following classifications as part of a reorganization of the Information Technology Services Department:

- i. Network Engineer (range 94)
- ii. Security Engineer (range 97)
- iii. Systems Administrator (range 94)
- iv. Software Engineer (range 92)

These recommendations had the support of the Associate Superintendent, Administrative Services and the County Superintendent of Schools.

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 3-0

c. Job Descriptions — None**UNFINISHED BUSINESS — None**

NEW BUSINESS — None**REPORTS****13. PERSONNEL COMMISSIONER REPORTS**

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

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director provided an update about the “year and a day” notice that SBCEO received in June from the Santa Maria-Bonita School District of their intent to provide their preschool and Extensive Support Needs programs themselves instead of having SBCEO provide the services. HR did extensive preparation with district leadership for the required meetings with affected staff, to make sure that district staff were ready and able to provide the information we anticipated our staff would want to know. The first of those meetings, with the staff from the Extensive Support Needs (ESN) classroom, took place on August 18 and went very well. Later that week, SBCEO was informed that the district had rescinded its notice to take back its preschool program in the 26-27 school year. SBCEO expects the transfer of that program will probably still proceed, but all affected parties will have additional time to prepare for the transition. The district has until January 15, 2026 to decide whether to rescind its notice to take back the ESN program as well. For the time being, SBCEO is operating on the premise that the transfer of the ESN program will occur next year.

On August 8, several members of the HR staff attended the Special Education Back to School event at Pioneer Valley High School in Santa Maria.

On August 22, the HR leadership team attended the annual management retreat of the Student and Community Services division. We explained the work of each cohort in HR (that is: classified, certificated, and the new Engagement & Support team), answered questions, and got suggestions. We were also able to preview something new for them new directory pages that list common topics that HR receives questions about, and who the correct contact person is for that topic for classified and certificated staff. Our thanks to Kayla Peacock of the HR team for developing these pages. Once they are finalized, they will be posted on the SBCEO Intranet.

The Director closed with an expression of appreciation for the kindness and concern that she has seen people show toward their co-workers and toward herself personally when she and others have experienced health or family challenges.

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION — None scheduled

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 1:37 p.m. The next regular meeting will be held on Thursday, September 25, 2025, at 12:30 p.m. The meeting will be held in the Santa Barbara County Education Office Board Room, Santa Barbara and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Maria.



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

Carmen Jaramillo
Chair, Personnel Commission