

OXNARD SCHOOL DISTRICT

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



THE PERSONNEL COMMISSION
SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION MEMBERS

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

AGENDA
REGULAR MEETING
Thursday, November 13, 2025

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 for October 9th, 2025 meeting (Pages 4-11)

A.5 Study Session with Superintendent - Connection, Care, and Continued Achievement

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 Omar Gastelum, Campus Assistant (Page 12)

The Personnel Commission will ratify the advanced step placement for Omar Gastelum, Campus Assistant

C.2 Advanced Step Placement for Sidney Myers, Library Media Technician (Page 13)

The Personnel Commission will ratify the advanced step placement for Sidney Myers, Library Media Technician

C.3 Advanced Step Placement for Janet Hulum, Library Media Technician (Page 14)

The Personnel Commission will ratify the advanced step placement for Janet Hulum, Library Media Technician

C.4 Advanced Step Placement for Cristobal Bello, Paraeducator Special Education (Page 15)

The Personnel Commission will ratify the advanced step placement for Cristobal Bello, Paraeducator Special Education

C.5 Advanced Step Placement for Daniel Chavez, Payroll Technician (Page 16)

The Personnel Commission will ratify the advanced step placement for Daniel Chavez, Payroll Technician

C.6 Advanced Step Placement for Cristina Garibay, Payroll Technician (Page 17)

The Personnel Commission will ratify the advanced step placement for Cristina Garibay, Payroll Technician

C.7 Advanced Step Placement for Yadira Infante, Risk Management Specialist (Page 18)

The Personnel Commission will ratify the advanced step placement for Yadira Infante, Risk Management Specialist

C.8 Advanced Step Placement for Blanca Gaytan, Speech Language Pathology Assistant (Page 19)

The Personnel Commission will ratify the advanced step placement for Blanca Gaytan, Speech Language Pathology Assistant

C.9 Eligibility Lists (Pages 20)

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 (Page 39-41)

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

OXNARD SCHOOL DISTRICT

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



THE PERSONNEL COMMISSION
SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION MEMBERS

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

MINUTES
REGULAR MEETING
Thursday, October 9, 2025

3:30 p.m. Regular Meeting
Board 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

The Personnel Commission of the Oxnard School District met for a regular meeting on Thursday, October 9, 2025 in the Board Room of the ESC, 1051 South A Street, Oxnard, CA. The meeting was called to order by Chairman Robinson at 3:30 p.m.

A.2 Roll Call

Commissioners: Paul Robinson, Chairman of the Personnel Commission; Ernest Morrison, Vice Chair of the Personnel Commission; Denis O'Leary, Member of the Personnel Commission
Staff: Dr. Adalberto Fuentes, Director, Classified Human Resources; Tanya Ventura, Human Resources Analyst; Jenna Becker, Human Resources Analyst; Mireya Rosales, Administrative Assistant

Guests: Allison Cordes, Director of Certificated Human Resources; Mayra Magaña, Human Resources Manager; Jonathan Flores, Irrigation Specialist; District Translators, Claudia Marcela Chavez, Arturo Batalla, Eliseo Tavira Charco, Ana Sofia Rodriguez,, Claudia Perez, Diana Huizar, ; Jason Corona, Director of Child Nutrition Services, Jason Ingram, Child Nutrition Coordinator; Victor Centeno, CSEA President; Jerry Tejeda, CSEA Vice President, Lisa Towery, Labor Relations Representative; Maritza Gutierrez and Alicia Serrato CSEA Representatives

A.3 Adoption of the Agenda

The agenda of Thursday October 9, 2025 was adopted as presented

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

A.4 Approval of Minutes for September 11th, 2025 meeting (Pages 5-12)

The minutes for September 11th, 2025 were approved as presented

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

Section B: COMMENTS BY THE PUBLIC

Sofia Camarena, Claudia Perez, Diana Huizar Amaro, and Eliseo Tavira Charco spoke on item C.9 on behalf of the district translators who attended the meeting.

Section C: ACTION ITEMS

C.1 Appointment of Joint Commissioner (page 13)

The Personnel Commission took action to reappoint Commissioner Paul Robinson as presented.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 2 - Ernest Morrison, Denis O'Leary

Abstain: 1 - Paul Robinson

Motion Result: Passed

C.2 Advanced Step Placement for Jonathan Flores, Irrigation Specialist (Page 14)

The Personnel Commission took action to approve the advanced step placement for Jonathan Flores, Irrigation Specialist at Step D of Irrigation Specialist classification on the CSEA Classified Salary Schedule.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.3 Advanced Step Placement for Gildardo Baltazar Montes, Paraeducator General Education (Page 15)

The Personnel Commission took action to approve the advanced step placement for Gildardo Baltazar Montes, Paraeducator General Education at Step D of Paraeducator General Education classification on the CSEA Classified Salary Schedule.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.4 Advanced Step Placement for Jennie Castro, Paraeducator General Education (Page 16)

The Personnel Commission took action to approve the advanced step placement for Jennie

Castro, Paraeducator General Education at Step D of Paraeducator General Education classification on the CSEA Classified Salary Schedule.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.5 Advanced Step Placement for Paola Villegas, Paraeducator General Education (Page 17)

The Personnel Commission took action to approve the advanced step placement for Paola Villegas, Paraeducator General Education at Step E of Paraeducator General Education classification on the CSEA Classified Salary Schedule.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.6 Advanced Step Placement for Grecia Ledesma, Speech Language Pathology Assistant (Page 18)

The Personnel Commission took action to approve the advanced step placement for Grecia Ledesma, Speech Language Pathology Assistant at Step B of Speech Language Pathology Assistant classification on the CSEA Classified Salary Schedule.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.7 New Classification - District Chef (Pages 19-25)

The Personnel Commission took action to approve the New Classification for District Chef.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.8 The Personnel Commission will review revision on Rule 60.100.2 - Duration of Probationary (Second Reading) (Page 26-28)

The Personnel Commission took action to approve the revision on Rule 60.100.2 - Duration of Probationary

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.9 Classification Group Placement - District Translator (Pages 29-33)

The Personnel Commission took action to approve the Classification Group Placement - District Translator from the Clerical Support group to the Community Relations classification group.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.10 Annual Report 2024 - 2025 (page 34)

The Personnel Commission took action to approve the 2024-2025 Annual Report as presented.

Mover: Paul Robinson

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

C.11 Eligibility Lists (Pages 35-39)

The eligibility lists of Child Nutrition Worker II (Cook), Senior Payroll Technician, Risk Management Specialist, Speech Language Pathology Assistant, Mental Health Clinician were approved as presented.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS

D.1 Personnel Actions (Page 40-45)

The Personnel Commission reviewed the Personnel Actions of September 3, September 17 and October 1, 2025.

D.2 Report by CSEA

Victor Centeno, CSEA President shared that they are working on two MOU's that they will be shared and voted by the members one is the Workplace Safety Shoe and the second is the Coaching Stipend. He suggested changing Dr. Fuentes' title to Director of Personnel Commission and removing Classified Human Resources from the title to avoid confusion.

D.3 Report by Assistant Superintendent, Human Resources

Ms. Allison Cordes, Director of Certificated Human Resources, spoke on behalf of Dr. Carroll, who was attending a conference. She conveyed Dr. Carroll's gratitude to the Personnel Commission for approving the new classification of District Chef and being able to initiate negotiations and ensure the position can be implemented in the near future. Ms. Cordes also announced that the Years of Service Celebration will take place on October 23rd. She thanked Commissioner Robinson for suggesting that the celebration be held at the beginning of the year, rather than at the end.

D.4 Director's Report

Dr. Fuentes provided an update on current active recruitments, noting that some positions, such as Speech Language Pathology Assistant and Occupational Therapist, continue to present challenges. He informed the group that the Classified Management evaluation form has been revised to align with the district's strategic plan. Dr. Fuentes highlighted the use of Spark Hire, a program allowing candidates to record responses to interview questions, improving efficiency for both candidates and the hiring team. He shared his recent site visits, including Lopez Academy and Chavez, where he met with the new principal, and announced an upcoming visit to Elm to offer support to new (Interim) Principal Jessica Glass.

Additionally, Dr. Fuentes announced that Tanya Ventura and Mireya Rosales will attend the Frontline Conference in San Diego on October 14–15. He also shared his invitation to participate in a panel hosted by VCOE on October 21, focusing on Classified Evaluations and best practices, as well as another panel to assist in the search for a new Director of Classified Human Resources. Lastly, Dr. Fuentes noted that Dr. DeGenna will join the meeting on November 13 to participate in a study session on Connection, Care, and Continued Achievement.

D.5 Report by Commissioners

Commissioner O'Leary: No comments were made.

Commissioner Morrison reflected that recent meetings have prompted consideration of past practices and opportunities for improvement. He expressed his pleasure in recommending the reappointment of Commissioner Robinson.

Commissioner Robinson emphasized the importance of continuing the work, making a positive impact on those served, and supporting both the department and its staff.

Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS

Section F: CLOSED SESSION

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

The Commission convened into closed session at 5:35 p.m.

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

The Commission reconvened at 6:41 p.m. into open session and reported no action was taken in closed session

Section G: ADJOURNMENT

There being no further business, the Commission adjourned at 6:42 pm.

Mover: Denis O'Leary

Secunder: Ernest Morrison

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

Dr. Adalberto Fuentes
Director, Classified Human Resources and
Secretary to the Personnel Commission

By our signature below, given on this _____ day of _____, 20____, the Personnel Commission of the Oxnard School District approves the Minutes of the Regular Meeting of October 9, 2025.

Signed:

Chair of the Personnel Commission

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Omar Gastelum, Campus Assistant

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a Campus Assistant position. Omar Gastelum was selected for the position by the hiring authority and is being recommended to start at Step C on the classified salary schedule based on the following:

- Experience: Over 2 years of related experience
- Education: Bachelor's in Sociology.

The minimum qualifications for the classification are:

- Experience: No experience is required.
- Education: No education is required.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step C of the Campus Assistant classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Sidney Myers, Library Media Technician

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy for the Library Media Technician position. Sydney Myers was selected for the position by the hiring authority and is being recommended to start at Step C of the classified salary schedule based on the following:

- Experience: Over 3 years of related experience in a school setting.
- Education: Bachelor's degree in Secondary Education

The minimum qualifications are:

- Experience: One year of library experience or experience in a closely related field including cataloging, materials processing, and reference work.

Education: Graduation from high school or equivalent

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step C of the Library Media Technician classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Janet Hulum, Library Media Technician

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy for the Library Media Technician position. Janet Hulum was selected for the position by the hiring authority and is being recommended to start at Step E of the classified salary schedule based on the following:

- Experience: 30 years of librarian experience in multiple capacities.
- Education: Master's degree in Library Science.

The minimum qualifications are:

- Experience: One year of library experience or experience in a closely related field including cataloging, materials processing, and reference work.
- Education: Graduation from high school or equivalent.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step E of the Library Media Technician classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Cristobal Bello, Paraeducator Special Education

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy in the Special Education department for the Paraeducator Special Education position. Cristobal Bello was selected for the position by the hiring authority and is being recommended to start at Step C on the classified salary schedule based on the following:

- Experience: About 7 months working as a substitute Special Education Paraeducator.
- Education: Master's in Library Science/Information Science.

The minimum qualifications for the Paraeducator Special Education classification are:

- Experience: One year of experience working with school-age children in an organized educational, health, childcare, or other structured setting is desirable.
- Education: Graduation from high school or equivalent and one of the following:
 - Completion of at least two years of study (48 semester units or 60 quarter units) at an institution of higher education; or
 - Attainment of an Associate of Arts degree or higher degree; or
 - Meeting a rigorous standard of quality by receiving a passing score in an examination administered by the Personnel Commission which demonstrates the knowledge and ability to assist in instructing reading, writing and mathematics.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step C of the Paraeducator Special Education classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Daniel Chavez, Payroll Technician

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy at the Business and Fiscal Services department for the Payroll Technician position. Daniel Chavez Jr. was selected for the position by the hiring authority and is being recommended to start at Step B of the classified salary schedule based on the following:

- Experience: Over 3 years of related experience.
- Education: Bachelor's in Business Administration.

The minimum qualifications are:

- Experience: Two years of payroll experience.
- Education: Graduation from high school supplemented by college-level course work.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step B of the Daniel Chavez, Payroll Technician classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Cristina Garibay, Payroll Technician

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy at the Business and Fiscal Services department for the Payroll Technician position. Cristina Garibay was selected for the position by the hiring authority and is being recommended to start at Step D of the classified salary schedule based on the following:

- Experience: Almost 11 years of related experience.
- Education: Bachelor's in Accounting.

The minimum qualifications are:

- Experience: Two years of payroll experience.
- Education: Graduation from high school supplemented by college-level course work.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step D of the Cristina Garibay, Payroll Technician classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Yadira Infante, Risk Management Specialist

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a Risk Management Specialist position. Yadira Infante was selected for the position by the hiring authority and is being recommended to start at Step C on the classified salary schedule based on the following:

- Experience: About 18 years of related experience.
- Education: Bachelor's degree in Human Resources & Business Management.

The minimum qualifications for the classification are:

- Experience: Two years of clerical experience.
- Education: Graduation from high school or equivalent.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step C of the Risk Management Specialist classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: November 13, 2025

Agenda Section: Section C: Action Items

Advanced Step Placement for Blanca Gaytan, Speech Language Pathology Assistant

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy of Speech Language Pathology Assistant in the Special Education department. Blanca Gaytan was selected for the position by the hiring authority and is being recommended to start at Step B on the classified salary schedule based on the following:

- Experience: No direct experience but has clerical experience in special education.
- Education: SLPA License and a Bachelor's in Communication Disorder.
- This would be considered a hard to fill recruitment.

The minimum qualifications for the classification are:

- Education: Associate degree from a SLPA program
- Experience: Six months of experience working with individuals with speech and language disabilities in a structured environment is desired.
- License and Certificates: Speech-Language Pathology Assistant License through the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board of the California Department of Consumer Affairs.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement at Step B of the Speech Language Pathology Assistant classification on the Classified Salary Schedule.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:13

Director's Certification:

Established: 10/7/2025



Maintenance Worker II

Rank	Candidate ID	Expiration Date
1	32287883	10/7/2026
1	54302139	10/7/2026
2	45938808	10/7/2026
2	63992810	10/7/2026
3	1823467	10/7/2026
4	57592929	10/7/2026
4	40097085	10/7/2026
5	49908461	10/7/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Open/Promotional

Eligibility List No. 25-26:14

Director's Certification:

Established: 10/8/2025

Administrative Assistant

Rank	Candidate ID	Expiration Date
Promotional		
1	26691985 (B)	10/8/2026
1	47826335 (B)	10/8/2026
2	21091647 (B)	10/8/2026
Open		
1	52787959 (B)	10/8/2026
2	37426572 (B)	10/8/2026
3	37899801 (B)	10/8/2026
3	34349473 (B)	10/8/2026
4	15905261 (B)	10/8/2026
5	49579671 (B)	10/8/2026
6	53134325 (B)	10/8/2026
7	17686362 (B)	10/8/2026
8	55987476 (B)	10/8/2026
8	53557078 (B)	10/8/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Open/Promotional

Eligibility List No. 25-26:14

Director's Certification:

Established: 10/8/2025



School Office Manager

Rank	Candidate ID	Expiration Date
Promotional		
1	26691985 (B)	10/8/2026
1	47826335 (B)	10/8/2026
2	21091647 (B)	10/8/2026
2	39333614 (B)	10/8/2026
Open		
1	52787959 (B)	10/8/2026
2	37426572 (B)	10/8/2026
3	34349473 (B)	10/8/2026
4	15905261 (B)	10/8/2026
5	49579671 (B)	10/8/2026
6	53134325 (B)	10/8/2026
7	17686362 (B)	10/8/2026
8	55987476 (B)	10/8/2026
8	53557078 (B)	10/8/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:17

Director's Certification:

Established: 10/6/2025



Payroll Technician

Rank	Candidate ID	Expiration Date
1	53582594	10/6/2026
2	39982668	10/6/2026
3	15418857	10/6/2026
4	29094130	10/6/2026
5	48554885	10/6/2026
6	52787959	10/6/2026
7	17853162	10/6/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:18;
24-25:84

Director's Certification:



Child Nutrition Worker

Rank	Candidate ID	Expiration Date
1	52748291	10/7/2026
2	64172945	10/7/2026
3	29210904	10/7/2026
3	50469199	10/7/2026
4	48237301	3/11/2026
4	4840060	3/11/2026
5	64133986	10/7/2026
5	48291774	10/7/2026
5	31635506	10/7/2026
6	35283777	10/7/2026
7	64215696	10/7/2026
8	63745039	10/7/2026
8	58670702	10/7/2026
9	22167084	3/11/2026
10	23364058	10/7/2026
10	64254226	10/7/2026
11	19666758	10/7/2026
12	64040157	10/7/2026
13	44541030	3/11/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Open/Promotional

Eligibility List No. 25-26:19;
25-26:05; 24-25:125

Director's Certification:

Established: 10/29/2025

Child Nutrition Worker II (Cook)

Rank	Candidate ID	Expiration Date
Promotional		
1	8413469	10/29/2026
1	56587883	10/29/2026
1	32602978	10/29/2026
2	35891540	10/29/2026
3	64249772	10/29/2026
4	59336225	7/11/2026
Open		
1	56635060	7/11/2026
2	64206217	10/29/2026
3	60603020	7/11/2026
4	64182137	10/29/2026
5	648089	7/11/2026
5	47272057	10/29/2026
6	50469199	10/29/2026
7	63668948	9/11/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Dual Certification

Eligibility List No. 25-26:15;

24-25:46

Director's Certification:

Established: 10/7/2025

Secretary

Rank	Candidate ID	Expiration Date
1	21389118 (B)	10/7/2026
2	29094130 (B)	10/7/2026
3	47826335 (B)	10/7/2026
4	55463573 (B)	10/7/2026
5	49579671 (B)	10/7/2026
5	52787959 (B)	10/7/2026
6	55950026 (B)	10/7/2026
7	28198244 (B)	10/7/2026
8	48753887 (B)	10/7/2026
9	63495587 (B)	10/7/2026
10	54749740 (B)	10/7/2026
11	46172246 (B)	10/7/2026
11	52942637 (B)	10/7/2026
12	31074414 (B)	11/18/2025
13	17853162 (B)	10/7/2026
14	43262667 (B)	11/18/2025

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 25-26:15;

24-25:46

Established: 10/7/2025

Office Assistant III

Rank	Candidate ID	Expiration Date
1	29094130 (B)	10/7/2026
2	47826335 (B)	10/7/2026
3	55463573 (B)	10/7/2026
4	49579671 (B)	10/7/2026
4	52787959 (B)	10/7/2026
5	55950026 (B)	10/7/2026
6	48753887 (B)	10/7/2026
7	28198244 (B)	10/7/2026
7	36356536 (B)	11/18/2025
8	63495587 (B)	10/7/2026
9	54749740 (B)	10/7/2026
9	43621200 (B)	11/18/2025
10	46172246 (B)	10/7/2026
10	52942637 (B)	10/7/2026
11	53844775 (B)	11/18/2025
11	31074414 (B)	11/18/2025
12	17853162 (B)	10/7/2026
14	49678517 (B)	11/18/2025
13	43262667 (B)	11/18/2025

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 25-26:15;

24-25:46

Established: 10/7/2025

Intermediate School Secretary

Rank	Candidate ID	Expiration Date
1	29094130 (B)	10/7/2026
2	47826335 (B)	10/7/2026
3	55463573 (B)	10/7/2026
4	52787959 (B)	10/7/2026
5	55950026 (B)	10/7/2026
6	28198244 (B)	10/7/2026
7	36356536 (B)	11/18/2025
8	63495587 (B)	10/7/2026
9	54749740 (B)	10/7/2026
9	43621200 (B)	11/18/2025
10	46172246 (B)	10/7/2026
10	52942637 (B)	10/7/2026
11	53844775 (B)	11/18/2025
11	31074414 (B)	11/18/2025
12	17853162 (B)	10/7/2026
13	49678517 (B)	11/18/2025
13	43262667 (B)	11/18/2025
14	38506811 (B)	11/18/2025

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Dual Certification

Eligibility List No. 25-26:20

Director's Certification:

Established: 10/3/2025

Information Systems Data Specialist

Rank	Candidate ID	Expiration Date
1	4232428	10/3/2026
2	22971445	10/3/2026
3	61710760	10/3/2026
3	51853581	10/3/2026
4	53589959	10/3/2026
5	25025951	10/3/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 25-26:24;
 24-25:132; 24-25:120;
 24-25:106; 24-25:94;
 24-25:74
 Established: 10/3/2025

Paraeducator - Special Education

Rank	Candidate ID	Expiration Date
1	31699442	7/21/2026
2	24145532	6/10/2026
2	28878130	10/3/2026
2	32967228	10/3/2026
3	49993389	10/3/2026
3	64388185	10/3/2026
3	35929863	7/21/2026
3	41905318	10/3/2026
4	21391649	2/20/2026
4	29774408	6/10/2026
5	63742903	10/3/2026
5	18698290	10/3/2026
5	50280994	10/3/2026
5	63035739	10/3/2026
5	36413652	7/21/2026
6	29125591	6/10/2026
6	55497335	4/16/2026
7	62961389	10/3/2026
7	27122569	7/21/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

OXNARD SCHOOL DISTRICT**PERSONNEL COMMISSION**

7	54016530	10/3/2026
7	61871532	10/3/2026
7	45170324	10/3/2026
7	39759597	10/3/2026
7	32036532	10/3/2026
8	33199720	10/3/2026
9	49358565	10/3/2026
9	59151784	10/3/2026
9	63053572	7/21/2026
9	64336044	10/3/2026
9	61351698	10/3/2026
9	59166427	10/3/2026
10	50108242	4/16/2026
10	59039169	4/16/2026
10	50183496	3/21/2026
10	56689590	6/10/2026
11	43193396	10/3/2026
11	60722591	7/21/2026
11	50219527	7/21/2026
11	53867246	7/21/2026
11	55380138	10/3/2026
11	60907152	10/3/2026
12	62274665	6/10/2026
12	62151809	6/10/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

OXNARD SCHOOL DISTRICT**PERSONNEL COMMISSION**

13	55341612	10/3/2026
13	59891470	10/3/2026
13	33086364	10/3/2026
13	32036532	7/21/2026
14	26379513	4/16/2026
15	55279063	7/21/2026
15	63315373	7/21/2026
15	59240854	10/3/2026
16	20354859	7/21/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:25;

Director's Certification:

24-25:128; 24-25:87

Established: 10/6/2025



Campus Assistant

Rank	Candidate ID	Expiration Date
1	60882206	10/6/2026
1	62812293	10/6/2026
1	41819524	10/6/2026
1	64553904	10/6/2026
1	9773346	10/6/2026
2	19950140	10/6/2026
2	64061657	10/6/2026
2	55906928	10/6/2026
2	64543681	10/6/2026
2	64561359	10/6/2026
2	33597969	10/6/2026
3	58705542	10/6/2026
3	33086364	10/6/2026
3	64423680	10/6/2026
3	61430984	10/6/2026
3	64464487	10/6/2026
3	63065714	10/6/2026
3	30902570	10/6/2026
3	28002566	10/6/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

OXNARD SCHOOL DISTRICT**PERSONNEL COMMISSION**

3	29142218	10/6/2026
3	64521673	10/6/2026
3	53367999	10/6/2026
3	64215696	10/6/2026
3	54489763	10/6/2026
3	40879935	10/6/2026
4	61215554	6/20/2026
5	25307219	10/6/2026
5	32978066	10/6/2026
5	45821043	10/6/2026
5	64473248	10/6/2026
5	64152397	10/6/2026
5	64538506	10/6/2026
5	59474273	10/6/2026
5	64535752	10/6/2026
6	59781786	3/5/2026
7	61757312	10/6/2026
7	55452831	10/6/2026
7	64465491	10/6/2026
7	63933315	10/6/2026
7	43361057	10/6/2026
8	61426152	3/5/2026
9	64425390	10/6/2026
9	36047496	10/6/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:29

Director's Certification:

Established: 10/31/2025



Language Assessment Technician (Spanish Bilingual Required)

Rank	Candidate ID	Expiration Date
1	38282523	10/31/2026
2	49579671	10/31/2026
3	59761763	10/31/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:37;
25:26:10; 24-25:96

Director's Certification:



Established: 10/24/2025

Speech Language Pathology Assistant

Rank	Candidate ID	Expiration Date
1	48285358	9/23/2026
2	62494521	5/7/2026
2	58425716	10/8/2026
2	21207163	9/29/2026
2	64707637	10/24/2026

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

New Hires

Cano, Daniela	Paraeducator General Education, Harrington School 6 hrs./183 days	09/22/2025
Corona, Diego A	Paraeducator Special Education, Driffill School 5.75 hrs./183 days	09/29/2025
Flores, Jonathan U	Irrigation Specialist, Grounds 8 hrs./245 days	09/29/2025
Gonzales, Stephanie M	Paraeducator General Education, Chavez School 4 hrs./183 days	09/24/2025
Importante, Victor C	Campus Assistant, Lopez Academy 5.75 hrs./180 days	09/15/2025
Mendoza, Carol A	Campus Assistant, Lopez Academy 5.75 hrs./180 days	09/17/2025
Ochoa, Adamary	Paraeducator General Education, Ramona School 6 hrs./183 days	09/29/2025
Sanchez, Sarah M	Paraeducator General Education, Driffill School 6 hrs./183 days	09/23/2025
Rosales Sandoval, Angie	Paraeducator General Education, Rose School 6 hrs./183 days	09/22/2025
Yañez, Joselynn D	Paraeducator General Education, Chavez School 6 hrs./183 days	09/29/2025
Villagomez, Juan J	Campus Assistant, Frank Academy 5.75 hrs./180 days	09/15/2025
Zuniga Romero, Yasmin G	Campus Assistant, Fremont Academy 5.75 hrs./180 days	09/22/2025

Limited Term/Substitutes

Angeles Ortega, Silvia J	Paraeducator (Substitute)	09/23/2025
Avalos, Andrea	Paraeducator (Substitute)	09/23/2025
Cano, Victoria-Ana	Paraeducator (Substitute)	09/17/2025
Chairez, Adrian G	Paraeducator (Substitute)	09/25/2025
Chalmers, Sophia D	Paraeducator (Substitute)	09/23/2025
Carr, Alicia R	Paraeducator (Substitute)	09/17/2025
Flores, Yessenia S	Paraeducator (Substitute)	09/17/2025
Flores Bonilla, Kimberly M	Paraeducator (Substitute)	09/17/2025
Garcia, Maria A	Paraeducator (Substitute)	09/17/2025
Gomez, Anthony	Paraeducator (Substitute)	09/23/2025
Gonzalez, Esteffany	Paraeducator (Substitute)	09/17/2025
Lopez, Lizeth	Paraeducator (Substitute)	09/23/2025
Lor, Nisha G	Paraeducator (Substitute)	09/17/2025
Magaña, Karla	Paraeducator (Substitute)	09/08/2025
Martin, Christine O	Paraeducator (Substitute)	09/23/2025
Ramirez, Jacqueline A	Paraeducator (Substitute)	09/17/2025
Rangel, Serena R	Paraeducator (Substitute)	08/28/2025
Villa Garcia, Giselle	Paraeducator (Substitute)	09/15/2025

Promotion

Alvarado, Karen	Senior Payroll Technician, Budget and Finance 8 hrs./245 days Payroll Technician, Budget and Finance 8hrs./245 days	09/19/2025
-----------------	--	------------

Jasso, Dimna I	Child Nutrition Worker II, Child Nutrition Services Itinerant 6 hrs./185 days Child Nutrition Worker, Sierra Linda School 5.5 hrs./185 days	10/01/2025
Ochoa, Maria J	Child Nutrition Worker II, Child Nutrition Services Itinerant 6 hrs./185 days Child Nutrition Worker, Sierra Linda School 5.5 hrs./185 days	10/01/2025

Transfers

Pacheco, Rita O	Paraeducator General Education, Marina West School 4 hrs./183 days	09/17/2025
Rodriguez, Ana I	Paraeducator General Education, Sierra Linda School 6 hrs./183 days	09/17/2025
Sierra, Yesenia	Paraeducator Special Education, Special Education 8 hrs./183 days	09/22/2025
Wofford, Aimee M	Speech Language Pathology Assistant, Marshall School 8 hrs./183 days	09/22/2025

Resignations

Barnett, Robert I	Campus Assistant, Fremont Academy 5.75 hrs./180 days	09/24/2025
Barragan, Alma L	Paraeducator Special Education, Pupil Services 5.75 hrs./183 days	09/26/2025
Burga, Kevin R	Paraeducator Special Education, Lopez Academy 5.75 hrs./183 days	09/26/2025
Castañeda, Angel R	Grounds Maintenance Worker I, Grounds 8 hrs./245 days	09/12/2025
Tandingan, Rachel J.	Paraeducator General Education, Brekke School 6 hrs./183 days	09/25/2025
Tello, Gabriel	Custodian, Chavez School 8 hrs./245 days	10/31/2025
Vargas, Nancy	Child Nutrition Worker, Kamala School 5.5 hrs./185 days	09/30/2025
Vazquez, Sarah E	Payroll Technician, Budget and Finance 8 hrs./245 days	10/08/2025

Retirement

Barksdale, Darlene	Campus Assistant, Curren School 5.75 hrs./180 days	09/30/2025
--------------------	---	------------

New Hires

Ayala, Eric P	Paraeducator General Education, McAuliffe School 6 hrs./183 days	10/06/2025
Luna, Alexandra	Speech Language Pathology Assistant, Harrington School 8 hrs./183 days	10/13/2025
Rojas, Jessica	Office Assistant II, Chavez School 8 hrs./203 days	10/20/2025

Limited Term/Substitutes

Aranda, Robert O	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Barajas, Andy	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Cedillos, Lorena	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Colin Virgen, Maria M	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Colon, Esequiel M	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Lee, Carson C	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Lopez, Norberto S	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Martinez Agramont, Maria D	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Nichols, Lillian	Paraeducator (Substitute)	10/06/2025
Pedraza, Leonel S	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Ramirez, Alfredo G	Custodian, Warehouse, Grounds & Maintenance (Substitutes)	09/23/2025
Sanchez, Jose M	Paraeducator (Substitute)	09/29/2025

Transfers

Esparza, Lydia A	Campus Assistant, McAuliffe School 5.75 hrs./180 days	10/01/2025
Vasquez, Maria D	Paraeducator Special Education, Lopez Academy 7 hrs./183 days	10/01/2025
Wilson, Michelle E	Mental Health Clinician, Pupil Services 8 hrs./221 days	10/20/2025

Promotion

Gaytan, Blanca H	Speech Language Pathology Assistant, McKinna School 8 hrs./183 days Special Education Data Technician, San Miguel School 8 hrs./245 days	10/01/2025
------------------	---	------------

Resignations

Nakamura, Erika	Campus Assistant, Driffill School 5.75 hrs./180 days	10/02/2025
Rosales Sandoval, Angie	Paraeducator General Education, Rose Avenue School 6 hrs./183 days	09/26/2025

Retirement

Olague, Hilda	Paraeducator Special Education, San Miguel School 5.75 hrs./183 days	10/17/2025
Rubio, Amelia	Child Nutrition Worker, Driffill School 5 hrs./185 days	01/29/2026