



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
February 26, 2026 – 12:30 p.m.

DRAFT MINUTES

GENERAL FUNCTIONS

1. Call to Order

Michael Ostini called the meeting to order at 12:30 p.m.

2. Roll Call

Members present:

Mike Ostini, Chair
Gary Pickavet, Vice Chair
Carmen Jaramillo, 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:

Amy Ramos, Director, Human Resources
Wendy Garcia, Certificated Human Resources Technician
Tracie Cordero, Classified Human Resources Specialist
Steve Torres, Associate Superintendent, Administrative Services
Ron Wheeler, Computer/Network Technician II, ITS
Myron Porter, Payroll Systems Supervisor

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held January 22, 2026

MOVED: Gary Pickavet SECONDED: Carmen Jaramillo VOTE: 3-0

8. Communications — None

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

The Director, Human Resources summarized a media release about the Author-Go-Round that SBCEO hosted for 5th-8th grade students – one event in the north and one in the south. This event gives students the opportunity to meet with authors and illustrators of children's and young adult books and learn about the creative process.

b. Legislative Update

The Director updated the Commissioners on AB 1913, which changed mandated reporter training requirements – both the content and the applicability. The content now also includes prevention of child abuse, and all school staff are required to take the training. Previously, office staff were not required to take the training. SBCEO's Engagement & Support team has been working on putting together several training sessions that can be offered to staff so that SBCEO can be in compliance with this new law.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated March 12, 2026****c. Position Announcements**

- i. Behavioral Health Practitioner (Open Continuous – Santa Maria)
- ii. Administrative Assistant (Dual – Santa Barbara)
- iii. Custodian/Maintenance Worker (Dual – Santa Barbara)
- iv. Software Engineer (Dual – Santa Barbara)

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

- i. Early Care and Education Case Worker (Bilingual) – Dual – Santa Maria

MOVED: Gary Pickavet SECONDED: Carmen Jaramillo VOTE: 3-0

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

UNFINISHED BUSINESS

12. ITS Reorganization

This was a follow-up discussion item from the January meeting. The Director reported that Chief Technology Officer Brandon Weber was not able to attend the February Personnel Commission meeting but did plan to address the PC at a later meeting date, and she noted that Associate Director of Administrative Services Steve Torres was in attendance, representing IT leadership.

The Director provided a brief update. She reported that CTO Weber had informed her that he is still evaluating workload, workflow, and staff capacity. He may want to make some changes to the proposed organization chart reviewed by the Personnel Commission during the discussion at the January meeting, ranging from modifications to the new job descriptions previously approved by the PC to entirely new proposed job descriptions. Any such changes will be brought to the PC for approval, along with an explanation of how they fit in the context of the reorganization. The Director reported that CTO Weber had stated he has been working with the ITS team to ensure they have the time and tools they need in various areas (such as server management) so that SBCEO can make the transition to providing services directly to the organization rather than contracting them out. Associate Superintendent Torres confirmed that CTO Weber was consulting with him regarding his ideas for changes to departmental organization and staffing and that they would work with Human Resources to bring them to the PC for approval.

13. Revision of Merit System Rules – Presented for Second Reading and Approval

- a. 4411 Definitions (Demotion)
- b. 4441.7 Confidentiality of Information
- c. 4442.1 Character of Examinations
- d. 4442.3 Written Examinations
- e. 4465.1 Procedure Regarding Layoff or Reduction

MOVED: Carmen Jaramillo

SECONDED: Gary Pickavet

VOTE: 3-0

NEW BUSINESS

14. Public Hearing

Mike Ostini called the public hearing to order at 1:00 p.m. A public hearing was conducted in accordance with State Board of Education requirements for consideration of SBCEO's waiver request for Educational Interpreter, American Sign Language. No members of the public were present for the public hearing. The public hearing was closed at 1:04 p.m.

REPORTS

15. PERSONNEL COMMISSIONER REPORTS

Commissioner Jaramillo reported that she would not be able to attend the Employee Service Awards ceremony but would be attending the CSPCA conference.

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

16. DIRECTOR, HUMAN RESOURCES REPORT

The Director, Human Resources updated the Commission on the two Countywide job fairs hosted by SBCEO earlier in the month, one on February 5 in Santa Maria, at the public library, and the other on February 19 at the SBCEO Auditorium. The events were well executed and many attendees were well qualified. There were 44 attendees in the north, a fairly dramatic drop from the previous year, and 47 in the south. In addition, several of the districts that had signed up to participate ended up dropping out because they had no current vacancies or were anticipating layoffs, but there was still good representation in both the north and south.

The low attendance was a somewhat surprising result, considering how much the labor market has changed over the past year. Reasons could include: the time of year, weather, no concurrent events bringing people out on a weeknight, and potential attendees staying home due to increased immigration enforcement activity.

The Director further reported that the Classified School Employee of the Year nomination period is open. She noted that SBCEO has tried to encourage nominations this year by eliminating the requirement for photos or a video in order to be considered for recognition at the County level (those items are required for any nominations submitted to the state). She welcomed any suggestions from the Commissioners for encouraging nominations.

The Director was pleased to report that Commissioners Ostini and Pickavet would be able to attend the Employee Service Awards ceremony on Tuesday, March 3 at 3:30 p.m.

17. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION — None scheduled

ADJOURNMENT

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

MOVED: Carmen Jaramillo

SECONDED: Gary Pickavet

VOTE: 3-0

The meeting was adjourned at 1:14 p.m. The next regular meeting will be held on Thursday, March 26, 2026, 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

Mike Ostini
Chair, Personnel Commission



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Feb 23, 2026 through Mar 20, 2026

Position #	Position Information
2813	Paraeducator • Los Olivos School • Valley 30.00 hours per week • 10.00 months
2814	Paraeducator • Los Olivos School • Valley 30.00 hours per week • 10.00 months

Santa Barbara County Board of Education

Classified Personnel Report

April 9, 2026

Appointments

Limited Term/Substitute

Hale, Stella March 2, 2026
Student Worker • Special Education • Cathedral Oaks
• Hourly as needed

Perez, Eduardo March 16, 2026
Paraeducator • Special Education • Various Sites
• Hourly as needed

Reyes, Kristi March 9, 2026
Teaching Assistant • Juvenile Court and Community Schools • Peter B Fitzgerald
• Hourly as needed

Changes

Anniversary Increase

Alvarado-Luna, Gabriela March 1, 2026
Paraeducator • Special Education • Tommie Kunst Junior High DHOH
50% • 10 months

Breuer, Delaney March 1, 2026
Manager, Communications • Communications • Communications
100% • 12 months

Carrillo, Gabriel March 1, 2026
Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction 3
100% • 12 months

<p>Consolascio, Sherry Food Service Worker • Early Care and Education • Building Blocks Care and Education Center 100% • 10 months</p>	<p>April 1, 2026</p>
<p>Davis, Eli Payroll Technician • Internal Services • Payroll 100% • 12 months</p>	<p>March 1, 2026</p>
<p>De La Cruz, Alejandro Custodian/Maintenance Worker • Internal Services • Operations North 100% • 12 months</p>	<p>March 1, 2026</p>
<p>Delgado, Elvira Paraeducator • Special Education • Montecito Union School 81.25% • 10 months</p>	<p>March 1, 2026</p>
<p>Devaux, Gabriela Paraeducator • Special Education • Alice Shaw Preschool 87.5% • 10 months</p>	<p>March 1, 2026</p>
<p>Devlin, Lux April Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction 4 100% • 12 months</p>	<p>March 1, 2026</p>
<p>Gonzalez Loera, Dulcea Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction 2 100% • 12 months</p>	<p>March 1, 2026</p>
<p>Meers, Julie School Occupational Therapist • Special Education • Infant Services, Santa Maria 40% • 12 months</p>	<p>March 1, 2026</p>
<p>Meers, Julie School Occupational Therapist • Special Education • School Occupational Therapy Services 40% • 10 months</p>	<p>March 1, 2026</p>

Mireles, Jarery	March 1, 2026
Paraeducator • Special Education • Allan Hancock Preschool 1 87.5% • 10 months	
Mitchell, Kelly	March 1, 2026
Program Associate • Children's Creative Project • Children's Creative Project 100% • 12 months	
Morin, Jovonni	March 1, 2026
Teaching Assistant • Juvenile Court and Community Schools • Dos Puertas Juvenile Hall School 87.5% • 10 months	
Perez Alonso, Jonathan	March 1, 2026
Paraeducator • Special Education • Olga Reed Elementary 77.5% • 10 months	
Perez, Silvia	March 1, 2026
Paraeducator • Special Education • Martha Negus 2 81.25% • 10 months	
Purvis, Gabriel	March 1, 2026
Classified Human Resources Analyst • Human Resources • Classified Human Resources Staff 100% • 12 months	
Ramirez, Alejandrina	March 1, 2026
Early Care and Education Case Worker • Early Care and Education • Early Care and Education - Santa Maria 100% • 12 months	
Rios, Josefa	March 1, 2026
Program Associate • Children and Family Resource Services • Health Linkages - South County 100% • 12 months	
Rodriguez, Yenica	March 1, 2026
Paraeducator • Special Education • Cuyama Elementary School 81.25% • 10 months	

Sherchan, Arlene March 1, 2026
Administrative Assistant, Superintendent's Office (Confidential) - Exempt • Superintendent • Cathedral Oaks
100% • 12 months

Sherlock, Peter March 1, 2026
Computer/Network Technician, Information Technology Services • ITS • North County
100% • 12 months

Toro, Jasmine March 1, 2026
Paraeducator • Special Education • Cold Spring School
81.25% • 10 months

Uribe-Garcia, Elizabeth March 1, 2026
Paraeducator • Special Education • Martha Negus 1
81.25% • 10 months

Differential - Add

Clark, Dionysius March 1, 2026
Paraeducator • Special Education • Orientation and Mobility Specialist
75% • 10 months
Braille

Hernandez, Rocio March 1, 2026
Paraeducator • Special Education • Vision Services
75% • 10 months
Braille

Luevanos, Nataly March 1, 2026
Paraeducator • Special Education • Vision Services
75% • 10 months
Braille

Out of Classification/Return

Martinez, Serena

February 23, 2026

Educational Interpreter, ASL, Waiver • Special Education • Ralph Dunlap DHOH
75% • 10 months

Probation to Permanent

Smith, Julius

March 1, 2026

Custodian/Maintenance Worker • Internal Services • Operations South
100% • 12 months

Professional Growth

Carroll, Jaime

January 1, 2026

Paraeducator • Special Education • Allan Hancock Preschool 1
87.5% • 10 months
Professional growth x 3.5

Chan, Tiana

January 1, 2026

Accounting Assistant • Internal Services • Fiscal Services - Budgeting
100% • Hourly as needed
Professional Growth x 1

Separation

Resignation

Consolascio, Sherry

June 17, 2026

Food Service Worker • Early Care and Education • Building Blocks Care and Education Center
100% • 10 months



Personnel Commission Public Hearing

A public hearing on a proposed waiver for Educational Interpreter, American Sign Language will be held.

**Thursday, March 26, 2026
Time Certain: 1:00 p.m.**

The hearing will be conducted at the following location:

Santa Barbara County Education Office
Board Room
402 Farnel Road
Santa Maria, California

The hearing will also be available via videoconference at:

Santa Barbara County Education Office
Board Room
4400 Cathedral Oaks Road
Santa Barbara, California

PERSONNEL – Series 4000

4400 THE MERIT SYSTEM

4460 IN-SERVICE STATUS AND TRANSACTIONS

4466 Resignation

- A. When an employee desires to resign from his/her position, he/she present his/her resignation, preferably in writing, to the county superintendent or designated representative and a copy of such resignation shall be filed with the Director, Human Resources.
- B. A resignation relates only to the specific position from which the employee resigns and does not impair his/her rights to other positions which he/she may hold on eligibility lists except that an employee who resigns shall have his/her name removed from promotional eligibility lists. A resignation may be withdrawn by the employee, at any time prior to acceptance by the county superintendent or designated representative.
- C. Verbal resignations will be acknowledged in writing by the Director, Human Resources.

Approved: Dec. 1, 1975
Revised: June 23, 1993
March 23, 2017
October 26, 2017

AGENDA ITEM 13a - proposed revisions, changes tracked

PERSONNEL – Series 4000

4400 ~~THE MERIT SYSTEM~~The Merit System

4460 ~~IN-SERVICE STATUS AND TRANSACTIONS~~In-Service Status and Transactions

4466 Resignation

- A. ~~When an employee desires to resign from his/her position, he/she present his/her resignation, preferably in writing, to the county superintendent or designated representative and a copy of such resignation shall be filed with the Director, Human Resources. A permanent or probationary employee who wishes to separate from SBCEO employment shall submit their resignation to the County Superintendent or designee on the prescribed SBCEO form. The separating employee is also encouraged to inform their supervisor, verbally or by email. An employee who plans to retire must apply directly to their respective retirement system; the SBCEO resignation/retirement form does not initiate the retirement process.~~
- B. ~~A resignation relates only to the specific position from which the employee resigns and does not impair his/her rights to other positions which he/she may hold on eligibility lists except that an employee who resigns shall have his/her name removed from promotional eligibility lists.~~
- ~~B.C.~~ C. A resignation may only be changed or withdrawn by the employee, ~~at any time~~ prior to its acceptance by the County Superintendent or designee~~county superintendent or designated representative~~, unless a correction to the resignation is required in order to comply with SBCEO policies or retirement system rules.
- D. ~~Verbal or other informal resignations will be acknowledged in writing by the Director, Human Resources shall not be recognized or acted upon by the SBCEO unless the employee is not able or available to submit the prescribed SBCEO form. In such circumstances, the County Superintendent or designee may recognize and act upon a verbal or informal resignation submitted by the employee or their representative.~~
- ~~C.E.~~ E. An employee who resigns from SBCEO service retains their eligibility on any open competitive eligibility lists on which they have been placed, until the expiration date of the list, except that a probationary employee who resigns shall not be restored to the eligibility list from which they were appointed. An employee who separates from SBCEO service shall be removed from any promotional eligibility lists on which they have been placed, pursuant to Rule No. 4451.8, Removal of Names from Eligibility Lists.

Approved:

Revised:

Dec. 1, 1975

June 23, 1993

March 23, 2017

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April 23, 2026 (pending approval)

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PERSONNEL – Series 4000

4400 THE MERIT SYSTEM

4490 WAGE AND SALARY PROVISIONS

4492 DIFFERENTIAL AND LONGEVITY PAY PRACTICES

4492.1 Language or Special Skill Requirements

- A. When a language other than English or other special skills or competencies, such as use of a sign language or possession of a specialized health care certificate, are required to perform the duties assigned to the position, the salary for the position shall be two ranges higher than for a similar position with no such requirement.

Reference:

Education Code Sections 45180-45182 and 45260-45261

Date Approved: January 12, 1976

Date(s) Revised: March 31, 1994

October 26, 2017

AGENDA ITEM 13b - proposed revisions, changes tracked

PERSONNEL – Series 4000

- 4400 ~~THE MERIT SYSTEM~~The Merit System
- 4490 ~~WAGE AND SALARY PROVISIONS~~Wage and Salary Provisions
- 4492 ~~DIFFERENTIAL AND LONGEVITY PAY PRACTICES~~Differential and Longevity Pay Practices
- 4492.1 ~~Language or Special Skill Requirements~~Differential Pay for Special Skills, Specific Duties, or Working Conditions

A. A. —When a special skill or specific duties or working conditions language other than English or other special skills or competencies, such as use of a sign language or possession of a specialized health care certificate, are are required to perform the duties fulfill the essential functions assigned to the a position, the hiring department shall inform the Director, Human Resources that the position must be designated as requiring the special skill or that an incumbent is eligible for a pay differential, based on their duties or working conditions. Examples of such special skills may include fluency in a language other than English; specific duties may include specialized health care procedures, and working conditions may include work shifts that fall primarily during non-standard office hours.

B. In order to be placed in such a position, an employee must pass any required assessment. Employees who pass any required assessment and are placed in such positions or assigned qualifying duties or working conditions are eligible for a differential of five percent (5%) of their base salary for the position shall be two ranges higher than for a similar position with no such requirement. Such differential pay is associated with the position, rather than with the incumbent, and may be added to or eliminated from a position depending on program needs. Elimination of differential pay based on programmatic reasons shall not be considered disciplinary in nature.

Reference:

Education Code Sections 45180-45182 and 45260-45261

Date Approved: January 12, 1976

Date(s) Revised: March 31, 1994

October 26, 2017

April 23, 2026 (pending approval)

AGENDA ITEM 13b - proposed revisions, changes saved

PERSONNEL – Series 4000

4400 The Merit System

4490 Wage and Salary Provisions

4492 Differential and Longevity Pay Practices

4492.1 Differential Pay for Special Skills, Specific Duties, or Working Conditions

- A. When a special skill or specific duties or working conditions are required to fulfill the essential functions assigned to a position, the hiring department shall inform the Director, Human Resources that the position must be designated as requiring the special skill or that an incumbent is eligible for a pay differential, based on their duties or working conditions. Examples of such special skills may include fluency in a language other than English; specific duties may include specialized health care procedures, and working conditions may include work shifts that fall primarily during non-standard office hours.
- B. In order to be placed in such a position, an employee must pass any required assessment. Employees who pass any required assessment and are placed in such positions or assigned qualifying duties or working conditions are eligible for a differential of five percent (5%) of their base salary. Such differential pay is associated with the position, rather than with the incumbent, and may be added to or eliminated from a position depending on program needs. Elimination of differential pay based on programmatic reasons shall not be considered disciplinary in nature.

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