


Santa Clara County  Office of Education

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PERSONNEL COMMISSION  
AGENDA  
REGULAR MEETING #370  
Thursday, February 11, 2010  
BOARD ROOM  
10:00 A.M.

I. CALL TO ORDER

II. ROLL CALL

President - Rodney Martin  
Vice President - Libby Spector  
Member - Nicholas R. Gervase

III. APPROVAL OF AGENDA #370 – February 11, 2010 \_\_\_\_\_ ACTION

IV. APPROVAL OF MINUTES #368 – November 12, 2009 and #369 – December 10, 2009 \_\_\_\_\_ ACTION

V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS

VI. UNFINISHED BUSINESS

A. None

VII. NEW BUSINESS

A. Revision of Classification Specifications – Administrative Assistant, Classified Personnel Services (Executive Secretarial Confidential) \_\_\_\_\_ ACTION

B. Revision of Classification Specifications – Supportive Services Clerk and Supportive Clerk, Lead (OTBS) \_\_\_\_\_ ACTION

C. Position Allocations for NCLB Qualified Aide Unit Workers – Education Assistant, Special Education to Education Assistant, Special Education (NCLB), Education Associate, D/HOH Program to Education Associate, D/HOH Program (NCLB), Education Interpreter/Tutor, D/HOH Program to Education Interpreter/Tutor, D/HOH Program (NCLB) — ACTION

D. Approval of Eligibility Lists \_\_\_\_\_ ACTION

E. Secretary's Report \_\_\_\_\_ INFORMATION

F. Monthly Vacancy Status Report \_\_\_\_\_ INFORMATION

VIII. SECRETARY'S REPORT

IX. FUTURE MEETINGS OR DISCUSSION ITEMS – March 12, 2010

X. ADJOURNMENT

NOTE: This agenda is posted on all County Office of Education bulletin boards. Additional information regarding items on this agenda is available from Classified Personnel Services office. Personnel Commission reserves the right to receive issues which are brought up from the floor and refer them to staff for further attention. Oral presentations to the Personnel Commission are limited to five (5) minutes.