

Santa Clara County  Office of Education

**PUBLIC NOTICE**  
**PERSONNEL COMMISSION AGENDA**  
**REGULAR MEETING #441**  
**JUNE 8, 2016, 10:00 A.M.**  
**BOARD ROOM**

- I. CALL TO ORDER**
- II. ROLL CALL**  
President – Rodney Martin  
Vice President – Libby Spector  
Member – Nicholas Gervase
- III. APPROVAL OF AGENDA #441 – JUNE 8, 2016 ..... ACTION**
- IV. APPROVAL OF MINUTES**
  - A. Regular Meeting #440 – May 11, 2016 ..... ACTION
- V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS**
- VI. NEW BUSINESS**
  - A. Approval of Establishing Classifications and Associated Classification Specifications ..... ACTION
    - a. Job Development Coordinator
  - B. Approval of Recommending Salary Ranges ..... ACTION
    - a. Job Development Coordinator, Range 47.5
  - C. Approval of Reclassification Action..... ACTION
    - a. Reclassification of Josephine Dy-Liacco from Purchasing Technician to Buyer, as of June 8, 2016, due to gradual accretion of duties over a two year period, or longer, at a higher course / scope of work
  - D. Approval / Ratification of Establishing and / or Extending Eligibility Lists..... ACTION
  - E. Report on Future Trainings and Conferences ..... INFORMATION
  - F. Monthly Classification Action Report ..... INFORMATION
  - G. Monthly Vacancy Status Report..... INFORMATION
- VII. SECRETARY’S REPORT**
  - a. Instructional Assistant Job Fair
  - b. Paraprofessional Bid Board
  - c. Position Eliminations
  - d. CPS Work Efficiency Milestones
- VIII. FUTURE MEETINGS OR DISCUSSION ITEMS (Next Meeting: July 13, 2016)**
- IX. ADJOURNMENT**

NOTE: This agenda will be posted on all County Office of Education bulletin boards. Additional information regarding items on this agenda is available from Classified Personnel Services. 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.