

Santa Clara County  Office of Education

PUBLIC NOTICE
PERSONNEL COMMISSION AGENDA
REGULAR MEETING #444
SEPTEMBER 14, 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 #444 – SEPTEMBER 14, 2016..... ACTION

IV. APPROVAL OF MINUTES

A. Regular Meeting #443 – August 17, 2016..... ACTION

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

VI. NEW BUSINESS

- A. Announcement of Intended Joint Appointee(s) to the Personnel Commission
 - a. It is moved the Personnel Commission publically announce intended Joint Appointee(s) to the Personnel Commission for further consideration at a public hearing, at the November 2016 Personnel Commission Meeting.
 - b. Names of Intended Appointee(s):
- B. Approval of Establishing Classifications and Associated Classification Specifications..... ACTION
 - a. Paraeducator – Opportunity Youth Academy
 - b. Special Education Specialist
- C. Approval of Recommending Salary Ranges ACTION
 - a. Paraeducator – Opportunity Youth Academy, Range 37
 - b. Special Education Specialist, Range 44.5
 - c. Language Translator/Interpreter (English/Spanish) – Senior, Range 50.5
 - d. Warehouse Liaison, Range 43
- 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. Report on Departmental Retreat

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.

B. 16-17 Strategic Plan for Classified Personnel Services (Draft)

C. Classified Job Fair

VIII. CLOSED SESSION

A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: Director - Classified Personnel Services

IX. FUTURE MEETINGS OR DISCUSSION ITEMS (Next Meeting: October 12, 2016 at 10:00 a.m. – Union Room)

X. ADJOURNMENT