

OFFICE OF MARY C. BARLOW
KERN COUNTY SUPERINTENDENT OF SCHOOLS
ADVOCATES FOR CHILDREN

**Personnel Commission Meeting
December 13, 2022 at 2:00 p.m.
1300 17th Street, Bakersfield, CA 93301
3rd Floor Conference Room**

AGENDA

Any materials required by law to be made available to the public prior to a meeting of the Personnel Commission can be inspected during normal business hours at the Kern County Superintendent of Schools Office, 1300 17th Street, First Floor, Bakersfield, CA 93301.

An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent's Office (Government Code 54954.2).

1. Call to Order
2. Agenda Order
3. Public Comment
Members of the public shall have the opportunity to address the Personnel Commission on items on the agenda or within the Commission's jurisdiction either before or during the Commission's consideration of the item. The time allotted shall be five minutes.
4. Approval of Minutes of November 8, 2022 – Action Item
5. Reports
 - a. Classified Employees Representative
 - b. Personnel Commission
 - c. Assistant Superintendent – Human Resources and Staff Development
 - d. Associate Superintendent
6. Old Business
7. New Business
 - a. Certification of Eligibility Lists – Action Item
 - 1) Accountant (Open & Promotional)
 - 2) Application Integration Solutions Specialist II (Open)
 - 3) Benefit Technician Assistant (Open)

- 4) Child Development Center Aide – PT (3.8-5 hours per day/10-12 months per year) (Open)
 - 5) Community Schools Outreach and Engagement Facilitator (Open & Promotional)
 - 6) Database Specialist II (Open & Promotional)
 - 7) Early Start Instructional Assistant (6 hrs. per day/11 mos. per year) (Open & Promotional)
 - 8) Instructional Aide I – Special Education (5-6 hrs. per day/11-12 mos. per year) (Open)
 - 9) Lead Accountant (Open & Promotional)
 - 10) Mechanic II (Open & Promotional)
 - *11) Prevention Services Facilitator – School Community Partnerships (SCP) (Open)
 - 12) Seasonal Naturalist - KEEP (Open)
 - 13) Secretary I (Open)
 - 14) Student Information Data Systems Specialist - SELPA (Open)
- b. Unable to Establish an Eligibility List – Department Free to Hire – Action Item
 - 1) Credentials Analyst
 - c. Request to extend Eligibility List – Action Item
 - 1) Seasonal Cook - KEEP
 - d. New Job Description – Action Item
 - 1) District Payroll and Retirement Compliance Manager
 - e. Personnel Commissioner, Tasha Clayton, appointed by the Kern County Board of Education on October 11, 2022 – Non-Action Item
 - f. Election of Personnel Commission Chair and Vice Chair – Action Item
- 8. Closed Session
 - a. Public Employee Discipline/Dismissal/Release
 - 9. Reconvene to Open Session
 - a. Report out from closed session, if any action was taken
 - 10. Date of the next Personnel Commission meeting – January 10, 2023
 - 11. Adjournment

*Will be provided prior to the meeting.