

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

**Personnel Commission Meeting
January 8, 2019, at 2:00 p.m.
7th 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 December 11, 2018 – Action Item
5. Reports
 - a. Classified Employees Representative
 - b. Personnel Commission
 - c. Assistant Superintendent – Support Services
 - d. Assistant Superintendent – Human Resources and Special Services
6. Old Business
7. New Business
 - a. Approval of New Job Descriptions – Action Item
 - 1) Coordinator II – Property & Liability
 - b. Certification of Eligibility Lists– Action Item
 - 1) *Campus Supervisor (open)
 - 2) Campus Supervisor – North Kern Area (open)
 - 3) Medi-Cal Administrative Activities (MAA) Account Technician (open)
 - 4) Program Facilitator II (open)
 - 5) Program Support Facilitator – Bilingual (open)
 - 6) Senior Accountant II (open and promotional)

7) Transportation Instructor I (open)

8. *Closed Session – Government Code Section 54957 – Non Action Item
 - a. Employee Disciplinary Matter
9. Date of the next Personnel Commission meeting – February 12, 2019

*Will be distributed at the meeting.