

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

Personnel Commission Meeting
March 12, 2019 at 2:00 p.m.
1300 17th Street, Bakersfield, CA 93301
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 February 12, 2019 and March 5, 2019 – 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
 - a. Update on KnowB4 Online Training
7. New Business
 - a. Approval of New Job Descriptions – Action Item
 - 1) *Coordinator II – Technology Services
 - b. Approval of Modified Job Descriptions – Action Item
 - 1) Automotive Service Worker
 - 2) Defined Benefit Specialist
 - 3) Fleet Manager
 - 4) Lead Mechanic

- 5) Mechanic I
 - 6) Mechanic II
 - 7) Shop Foreman
 - 8) Utility Worker
- c. Certification of Eligibility Lists – Action Item
- 1) Director I – Grant Development (open)
 - 2) *Human Resources Assistant (open)
 - 3) Migrant Community Liaison (open)
 - 4) Secretary I (open)
- d. Reclassification/Reallocation Request – Action Item
- 1) Request for a reclassification for Erin Clerico, Database Specialist II (Classified Salary Schedule, Range 55), to Database Specialist III (Classified Salary Schedule, Range 57.5)
8. Closed Session
- a. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
9. Reconvene to Open Session
- a. Report out from closed session, if any action was taken
10. Date of the next Personnel Commission meeting – April 9, 2019
11. Adjournment

*Will be provided at the meeting.