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

Personnel Commission Meeting
April 10, 2018, 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 March 13, 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 Modified Job Descriptions – Action Item
      1) Food Service Manager

   b. Certification of Eligibility Lists – Action Item
      1) CSIS Administrative Secretary (open)
      2) Employee Benefit Technician I (open and promotional)
      3) Lead Mechanic (open and promotional)
      4) Maintenance Worker I (open)
      5) Networks Systems Engineer III – Security Specialist (open)

c. Unable to Establish an Eligibility List – Department Free to Hire – Action Item
   1) CSIS Information Systems Officer

8. Preliminary 2018-19 Personnel Commission Budget – Non-Action Item

9. Date of the next Personnel Commission meeting – April 10, 2018