

OFFICE OF JOHN G. MENDIBURU, Ed.D.
KERN COUNTY SUPERINTENDENT OF SCHOOLS
ADVOCATES FOR CHILDREN

Personnel Commission Meeting
August 13, 2024, at 2:00 p.m.
1330 Truxtun Ave, Bakersfield, CA 93301
Conference Room 116

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 July 9, 2024 Meeting – Action Item
5. Reports
 - a. Classified Employees Representative
 - b. Personnel Commission
 - c. Assistant Superintendent – Human Resources and Staff Development
6. Old Business
7. New Business
 - a. Certification of Eligibility Lists – Action Item
 - 1) Coordinator I- College and Career Readiness (Open)
 - 2) Credentials Technician (Open & Promotional)
 - 3) Culinarian (Open)
 - 4) Educational Systems Specialist (Open & Promotional)
 - 5) Executive Secretary (Promotional)
 - 6) External District Payroll Technician (Open & Promotional)
 - 7) Field Trip Scheduler (Open & Promotional)
 - 8) Paraprofessional (Kernville) (Open)

9) Prevention Services Facilitator-Foster Youth Services (Open)

b. Unable to Establish an Eligibility List – Department Free to Hire – Action Item
1) Seasonal Lead School Bus Driver (Open)

c. Revised Job Descriptions – Action Item
1) Family Advocate II
2) Lead Claims Examiner – Property & Liability

d. New Job Descriptions – Action Item
1) Coordinator III – Community Connection for Child Care (CCCC)
2) Educational Technology Specialist
3) Family Advocate – Bilingual
4) Resource and Referral Specialist – Bilingual
5) Senior Director – Facilities Planning and Management

8. Date of the next Personnel Commission meeting – September 10, 2024

9. Adjournment

*Will be provided prior to the meeting.