

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

**Personnel Commission Meeting**

**February 11, 2025, 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 17<sup>th</sup> 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 from the January 14, 2025 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 List – Action Item
    - \*1) Early Start Instructional Assistant (Open & Promotional)
    - 2) Early Start Instructional Assistant-Bilingual/Bicultural (Open & Promotional)
    - 3) Grounds Worker I (Open)
    - 4) Lead Mechanic (Open & Promotional)
    - 5) Maintenance Worker II (Open & Promotional)
    - 6) Program Manager- Community Connection for Child Care (CCCC) (Open & Promotional)

- 7) School Clerk (Taft, CA) (Open)
- 8) Warehouse/Delivery Worker (Open & Promotional)
  
- b. Unable to establish an eligibility list – Free to Hire
  - 1) Associate Counsel (Open)
  - 2) Senior Associate Counsel (Open)
  
- c. New Job Descriptions – Action Item
  - 1) Assistant Curator of Animals - CALM
  
- d. Revised Job Descriptions – Action Item
  - 1) Open Educational Resources Facilitator
  - 2) Senior Director – Child and Family Services
  
- 10. Date of the next Personnel Commission meeting – March 11, 2025
  
- 11. Adjournment

\*Will be provided prior to the meeting.