

  
**SANTA CLARA COUNTY OFFICE OF EDUCATION**

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**\*PUBLIC NOTICE  
PERSONNEL COMMISSION  
AGENDA  
REGULAR MEETING #384  
APRIL 14, 2011  
BOARD ROOM  
10:00 A.M.**

- I. CALL TO ORDER**
- II. ROLL CALL**
  - President - Libby Spector
  - Vice President - Nicholas Gervase
  - Member - Rodney Martin
- III. APPROVAL OF AGENDA #384 – April 14, 2011-----ACTION**
- IV. APPROVAL OF MINUTES #383 – March 10, 2011-----ACTION**
- V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS**
- VI. UNFINISHED BUSINESS**
- VII. NEW BUSINESS**
  - A. Position Reallocations for Teacher Assistants – Head Start-----ACTION
  - B. Revision of Job Description: Communications/Staff Liaison (OTBS)-----ACTION
  - C. Establishment of Classification Specifications: Food Service Funding Specialist (OTBS)-----ACTION
  - D. 2009 – 2010 Annual Report-----ACTION
  - E. MOU between County Superintendent of Schools and Personnel Commission-----ACTION
  - F. Establishment of Classification Specification: Executive Director of Human Resources-----ACTION
  - G. Approval of Eligibility List-----ACTION
  - H. Monthly Vacancy Status Report-----INFORMATION
- VIII. SECRETARY’S REPORT**
- IX. FUTURE MEETINGS OR DISCUSSION ITEMS**
- X. CLOSED SESSION**
  - A. Pursuant to Government Code Section 54957.6: Discussion of Compensation for Unrepresented Employee  
Commission Representative: Personnel Commission President  
Unrepresented Employee: Director, Classified Personnel
- XI. ADJOURNMENT**

NOTE: This agenda will be posted on all County Office of Education bulletin boards. Additional information regarding items on this agenda is available from Classified Personnel Services. Personnel Commission reserves the right to receive issues which are brought up from the floor and refer them to staff for further attention. Oral presentations to the Personnel Commission are limited to five (5) minutes.