



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

4400 Cathedral Oaks Road
P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING

March 25, 2021 – 12:30 p.m.

LOCATION

As authorized by Governor Newsom's Executive Order N-29-20 effective March 17, 2020 suspending the Brown Act requirement that members of the public be allowed to attend a public meeting in person and establishing new requirements for conduct of telephonic or electronic meetings, the meeting was conducted by videoconference only, with members of the public instructed to contact the Director, Human Resources to obtain login credentials if they wished to attend.

DRAFT MINUTES

GENERAL FUNCTIONS

1. Call to Order

Gary Pickavet called the meeting to order at 12:34 p.m.

2. Roll Call

Members Present

Gary Pickavet, Chair
Carmen Jaramillo, Vice Chair
Mike Ostini, Commissioner

3. Pledge of Allegiance

Gary Pickavet led the Pledge of Allegiance while Mike Ostini held up a U.S. flag for attendees to see.

4. Changes to the Agenda — None

5. Introduction of Guests

Staff present:

Mari Baptista, Assistant Superintendent, Human Resources
Amy Ramos, Director, Human Resources
Erika Fox-Benito, Classified Human Resources Technician
Valerie Cantella, Director, Communications
Joseph Ledoux, member of the public

6. Public Comment — None

7. Approval of Minutes of Meeting Held February 25, 2021

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

8. Communications — None

9. Informational Items

a. Media Releases/Columns

These were made available from the County Superintendent of Schools – an update on vaccine administration and availability for education workers in Santa Barbara County and an announcement about the winners of SBCEO's Remote Instruction Innovation Grants.

b. Legislative Update

The Director reviewed for the Commission AB 86 (legislative plan for school re-openings) and SB 95 (supplemental paid sick leave), state bills recently signed into law, and their potential impacts on SBCEO operations.

REGULAR BUSINESS

10. Informational Items

a. List of New Positions

b. Classified Personnel Report dated April 1, 2021

c. Position Announcements

11. Action Items**a. Ratification of Eligibility Lists**

- i. Health Advocate – Bilingual (Dual – North/South)
- ii. Student Information Specialist (Promotional – North)
- iii. Program Services Manager (Promotional – South)
- iv. Program Associate (Dual – South)

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

b. Classification of Position

Revision of the job description and salary range for Communications Administrative Assistant, with new title of Communications Specialist – Bilingual.

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

c. Job Description

Revision of the job description for Children's Creative Project Manager, with a new title of Director, Children's Creative Project.

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

UNFINISHED BUSINESS**12. 2021-22 Personnel Commission Meeting Schedule**

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

NEW BUSINESS**13. Resolution for Classified School Employee Week, 2021**

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

REPORTS

14. PERSONNEL COMMISSIONER REPORTS

Commissioner Jaramillo reported that her district office, similar to SBCEO, is storing large quantities of personal protective equipment for distribution; she is fully vaccinated as of today. Commissioner Ostini had no PC-related items to report. Commissioner Pickavet reported that he will be fully vaccinated in a week.

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that SBCEO's surveillance testing cadence has changed from all employees being tested every other month to every two weeks. The testing method has also changed to an observed, self-administered nasal swab test. She recognized the SBCEO employees, including members of the HR staff, who have been staffing these outdoor testing events (in often challenging weather conditions) and noted that HR had hired a short-term worker to support the testing process. She shared a message sent by an SBCEO employee expressing gratitude for the regular COVID testing, plentiful PPE, and availability of vaccines for our staff.

The Director reported that coordination of vaccination events has transitioned to our local health systems and our county's Public Health Department, and that SBCEO continues to support vaccination efforts by communicating with our staff and posting information on our website.

The Director reported that in future years, she will be exploring establishing a timeline and process for Classified School Employees of the Year that's independent of CDE's timeline and done in greater coordination with the Crystal Apple Award process overseen by Steve Keithley and his team, which includes recognition for a classified employee.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:33 p.m. The next regularly scheduled meeting will be held on April 22, 2021 at 12:30 p.m. by videoconference.

A handwritten signature in black ink that reads "Amy R. Ramos". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Amy R. Ramos
Director, Human Resources
Secretary to the Personnel Commission

Gary Pickavet
Chair, Personnel Commission

Classified Personnel Report

May 6, 2021

Appointments

Limited Term/Substitute

Hernandez, Nece March 27, 2021
Child Care Assistant • Child Development • Various Sites
• Hourly as needed

Probationary

Jimenez, Elizabeth March 29, 2021
Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages Lompoc
50% • 12 months

Changes

Anniversary Increase

Barcos, Lydia April 1, 2021
Accounting Technician • School Business Advisory Services • School Business Advisory Services
50% • 12 months

Bezie, Maria April 1, 2021
Clerical Assistant • Child Development • Child Development - Hope Center
100% • 12 months

Bluem, Denice April 1, 2021
Educational Interpreter, ASL, Certified • Special Education • Ralph Dunlap School DHOH & Pre-K
75% • 10 months

Consolascio, Sherry April 1, 2021
Food Service Worker • Child Development • Santa Maria Cal-SAFE
100% • 10 months

Davis-Orr, Patricia April 1, 2021
Paraprofessional • Special Education • Montecito Union School
78.75% • 10 months

Davis, Eli	April 1, 2021
Inventory Specialist • Special Education • Special Education Accounting 100% • 12 months	
Earle, Rosangel	April 1, 2021
Paraprofessional • Special Education • Speech/Language Services, Lompoc 75% • 10 months	
Gadler Bell, Marilee	April 1, 2021
School Occupational Therapist • Special Education • School Occupational Therapy Services 100% • 12 months	
Gonzalez, Esther	April 1, 2021
Paraprofessional • Special Education • Speech/Language Services, Dunlap 75% • 10 months	
Gonzalez, James	April 1, 2021
Paraprofessional • Special Education • Manzanita Charter School 81.25% • 10 months	
Hernandez, Vivian	April 1, 2021
Office Assistant • Juvenile Court and Community Schools • Peter B. Fitzgerald Community School 50% • 10 months	
Howard, Diane	April 1, 2021
Clerical Assistant • Child Development • Child Development - Hope Center 100% • 12 months	
Hulsizer, Samantha	April 1, 2021
Paraprofessional • Special Education • Montecito Union School 81.25% • 10 months	
Lemos, Lisa	April 1, 2021
Paraprofessional • Special Education • Alice Shaw Elementary 77.5% • 10 months	

Macias, Diana	April 1, 2021
Student Information Specialist • Special Education • Special Education Support Staff, Santa Barbara 100% • 12 months	
Maquinalez, Jodi	April 1, 2021
Paraprofessional • Special Education • Orientation and Mobility Specialist 75% • 10 months	
Marble, Margaret	April 1, 2021
Paraprofessional • Special Education • Montecito Union School 81.25% • 10 months	
Martinez, Veronica	April 1, 2021
Paraprofessional • Special Education • Speech/Language Services, McClelland 75% • 10 months	
McDaniel, Aaron	April 1, 2021
Educational Interpreter, ASL, Certified • Special Education • Ernest Righetti High School DHOH 81.25% • 10 months	
Medina, Lydia	April 1, 2021
Child Care Assistant • Child Development • Learning Place State Preschool 75% • 10 months	
Moreno Covarrubias, Blanca	April 1, 2021
Paraprofessional • Special Education • Cold Spring School 81.25% • 10 months	
Muhr, Joan	April 1, 2021
Office Assistant • Information Technology Services • Information Technology Services 30% • 12 months	
Niz, Ruth	April 1, 2021
Office Assistant • Special Education • Special Education Support Staff, Lompoc 100% • 11 months	

Park, Heather	April 1, 2021
Paraprofessional • Special Education • Vision Services	
75% • 10 months	
 Ramirez, Norma	 April 1, 2021
Paraprofessional • Special Education • Montecito Union School	
81.25% • 10 months	
 Remick, Cory	 April 1, 2021
Senior Software Engineer • Information Technology Services • Information Technology Services	
100% • 12 months	
 Rodriguez, Brenda	 April 1, 2021
Paraprofessional • Special Education • Buena Vista Headstart	
37.5% • 10 months	
 Rodriguez, Isabel	 April 1, 2021
Paraprofessional • Special Education • Manzanita Charter School	
81.25% • 10 months	
 Rubio-Macias, Juana	 April 1, 2021
Teaching Assistant • Juvenile Court and Community Schools • Dos Puertas Juvenile Hall School	
87.5% • 12 months	
 Sanchez De Diaz, Luz	 April 1, 2021
Program Associate • Transitional Youth Services • Transitional Youth	
100% • 12 months	
 Santizo, Marissa	 April 1, 2021
Paraprofessional • Special Education • Hollister School Elementary	
81.25% • 10 months	
 Sautot, Jenifer	 April 1, 2021
Paraprofessional • Special Education • Cold Spring School	
81.25% • 10 months	

Segura-Casillas, Fatima	April 1, 2021
Program Associate • Transitional Youth Services • Transitional Youth 100% • 12 months	
 Sprague, Lynette	 April 1, 2021
Paraprofessional • Special Education • Hollister School Elementary 81.25% • 10 months	
 Tapia, Ana	 April 1, 2021
Paraprofessional • Special Education • Speech/Language Services, Valley/Lompoc 75% • 10 months	
 Teran, Ruby	 April 1, 2021
Paraprofessional • Special Education • Olga Reed Elementary 77.5% • 10 months	
 Valadez, Patricia	 April 1, 2021
Accounting Technician, Senior • Internal Services • Accounting 100% • 12 months	
 Velazquez, Ricardo	 April 1, 2021
Paraprofessional • Special Education • Infant Services, Santa Maria 50% • 12 months	
 Watson, Clarissa	 April 1, 2021
Paraprofessional • Special Education • Los Robles High School 68.75% • 12 months	
 Wells, Brittany	 April 1, 2021
Child Care Assistant • Child Development • Santa Maria Cal-SAFE 100% • 10 months	
 Wheeler, William	 April 1, 2021
Computer/Network Technician, Information Technology Services • ITS • Network/Microcomputer Support 100% • 12 months	

Wold, Kristen

April 1, 2021

Paraprofessional • Special Education • Montecito Union School
81.25% • 10 months

Differential - Add

Carpio, Andrew

April 12, 2021

Paraprofessional • Special Education • Orcutt Academy H.S.Preschool
67.5% • 10 months
Specialized Health Care

Teran, Ruby

February 22, 2021

Paraprofessional • Special Education • Olga Reed Elementary
77.5% • 10 months
Specialized Health Care

Williams, Shirley

February 22, 2021

Paraprofessional • Special Education • Olga Reed Elementary
77.5% • 10 months
Specialized Health Care

Increased Time (Voluntary)

Jimenez, Elizabeth

April 19, 2021

Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages Lompoc
100% • 12 months
From .50 to 1.0

Promotion

Tapia, Ana

April 19, 2021

Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages Administration
100% • 10 months

Separation

Resignation

Bhatti, Kavnit

June 30, 2021

Manager, Health Linkages Program • Children and Family Resource Services • Health Linkages South
93.25% • 12 months

Retirement

Davis-Orr, Patricia

June 4, 2021

Paraprofessional • Special Education • Montecito Union School
78.75% • 10 months

Janicek, Karen

August 31, 2021

Accounting Technician • Child Development • Child Development - Hope Center
100% • 12 months

Seeks candidates for the position of

Communications Specialist - Bilingual

Part-Time: 75% • 12 months/year • Flexible
hours between 20 to 30 hours

Communications
Santa Barbara

Salary: \$26.83 - \$37.62 per hour

Apply by: 5-6-2021

Apply online: www.sbceo.org

Phone: 805-964-4711 x5225

Ideal candidate: You are an effective communicator, with advanced writing and verbal communications skills in English and Spanish, and a willingness to learn new communications tools and strategies. You are highly organized and detail-oriented with demonstrated ability to work independently and exercise appropriate judgment. You are committed to providing the best service available to the Santa Barbara County Education Office, school districts, students, and the community.

The position: Under general supervision, this position coordinates and implements internal and external communication strategies for SBCEO and SBCEO provides support to the Director on administrative matters requiring knowledge of department policies and procedures, SBCEO rules and regulations, federal guidelines, and related codes and laws.

Specific duties and responsibilities: Execute social media strategies, create and maintain web content, market events, update databases and media lists, track projects and media exposure, and select or create digital media. Draft, edit, proof, and distribute digital and print communications copy (e.g. press releases, radio commentaries, publications, social media posts, flyers, Superintendent's columns) to represent SBCEO in the community. Research and summarize a variety of topics in order to make recommendations for management about media strategies, suggest topics for editorials, prepare for media interviews, and accomplish other communications goals. Gather, synthesize, and report data, including website and social media analytics, to evaluate the effectiveness of various communication strategies and recommend adjustments as needed. Coordinate and produce special events, including planning, logistics, marketing, and communications. Edit employee newsletter, including content creation and layout. Attend, photograph, and report on events and activities, as assigned. Advise and support departments to ensure that SBCEO's communications standards, policies, and procedures are followed. Independently or with the Director, represent SBCEO at events; provide staff support at meetings and events by taking notes, registering guests, and other activities. Represent SBCEO to the media as authorized

by the Director of Communications or the Superintendent. Serve as backup webmaster. Provide emergency communications support during natural disasters and other urgent situations affecting SBCEO or the community. Coordinate update of annual directory including data collection, publication distribution, and billing; provide updated information to key staff throughout the year; maintain lists of principals, superintendents, and school board members for website and directory purposes. Provide administrative support to Communications Department including creating requisitions, purchases, and budget reports and monitoring expenditures using SBCEO's enterprise financial system. Perform related duties as assigned.

REQUIREMENTS

Knowledge: Correct usage, grammar, spelling, punctuation, and vocabulary in English and Spanish. Effective social media practices and strategies, including Facebook, Twitter, YouTube, and other platforms. Software applications used in the department. Public relations practices, procedures, and terminology.

Abilities: Speak, read, and write Spanish and English with a level of proficiency to perform required job duties. Draft a variety of written materials independently and from general oral instructions. Handle multiple tasks, work under pressure, and adapt to priorities and deadlines that are subject to frequent change. Plan, organize, coordinate, and prioritize work. Learn to use an enterprise financial system. Learn principles of budget administration. Complete work despite frequent interruptions. Meet schedules and timelines. Work independently with little direction. Research topics and succinctly summarize findings. Quickly learn and navigate new technologies. Organize and edit rough draft copy. Take photos using a variety of devices, including camera, phone, and tablet. Use mobile devices to update digital content. Interact positively with peers, supervisors, the public, and other agencies. Demonstrate diplomacy, tact, patience, courtesy, and professionalism. Operate a variety of office machines and software efficiently. Experience using a website content management system (CMS) and skills in photography and videography are desirable.

Education and experience: Possession of an associate's degree in communications, journalism, public relations, marketing, or related field is required. Possession of a bachelor's degree in a related field is preferred and three years of experience in communications, public relations, marketing, or social media management, preferably in the public, education, or nonprofit sectors.

Licenses and certificates: Valid California driver's license; automobile insurance required by law; and the use of a dependable automobile.

Working conditions: This position is considered generally sedentary. Most work is performed while sitting at a desk and usually involves extensive use of computers, telephones, and other office equipment. Strenuous physical activity — such as lifting and carrying heavy objects, crawling, or stooping — is not generally associated with this position. This position is not typically exposed to significant safety hazards. Work is performed in a typical modern office environment. Local travel to a variety of locations is required. Occasional attendance at evening and weekend meetings and events is also required.

RECRUITMENT INFORMATION

Examination: The recruitment will be Dual Certification, resulting in internal and external candidates being ranked together as a group according to final combined scores. The qualifying examination may consist of a written, oral, or performance examination, or any combination thereof. Candidates who demonstrate the strongest background relative to the responsibilities of the position will be invited to participate in the examination process. Candidates must pass all parts of the examination/s to be placed on the eligibility list and will be ranked according to a scoring system determined by the Director, Human Resources. If

you require an accommodation during any of these selection procedures, please notify Human Resources by the deadline date specified in this announcement.

Examination dates: The written examination for this classification is tentatively scheduled for 05-12-2021. The oral examination for this classification is tentatively scheduled for 05-19-2021. If your application meets the screening criteria, you will receive additional information regarding the examination process including an official invitation to participate.

Eligibility list: This position is open to applicants including current employees and those from the general public. All applicants must meet minimum qualifications to be invited to the respective examination/s. Dual certification results in one integrated eligibility list based on rank.

Office locations: 4400 Cathedral Oaks Road, Santa Barbara; 402 Farnel Road, Santa Maria



SANTA BARBARA County Education Office

An Equal Opportunity Employer

AGENDA ITEM 10c(ii)

Service & Leadership

Seeks candidates for the position of

Director, Children's Creative Project

Full-Time: 100% 40 hours/week • 12 months/year

Children's Creative Project (CCP), a non-profit organization in partnership with SBCEO is seeking a new Executive Director. CCP provides arts education in schools and presents the annual I Madonnari Italian Street Painting Festival.

\$96,446 - \$114,643 per year

Apply by: 5-6-2021

Apply online: www.sbceo.org

Phone: 805-964-4711 x5225

Ideal candidate: You are an outstanding leader with strong ties to the artistic community and experience in nonprofit management, preferably in the fields of education or arts education. You take pride in your programs and strive for excellence. You have a track record of success in management, marketing, fund development, and community outreach. You handle and manage multiple projects to meet timelines and deadlines. You operate with considerable independence and exercise a high level of discretion. You are an exceptional communicator, both orally and in writing.

The position: Under general direction, coordinate and direct the activities of the Children's Creative Project (CCP). Responsibilities include the promotion, design, implementation and expansion of visual and performing arts education programs; supervision and evaluation of subordinates; preparation and submission of grant applications; preparation of budgets, grant contracts, and reports; development of community-related projects; representing the department and the Santa Barbara County Education Office in the community; and providing management-level support to Children's Creative Project Board of Directors, including board and committee member recruitment and agenda preparation.

Specific duties and responsibilities: Direct programs as established by federal, state, local, and/or Santa Barbara County Education Office regulations, or private funder program guidelines. In collaboration with Children's Creative Project Board of Directors, develop strategic plans for school-based arts education programs; identify, plan, and implement specific program and funding goals and objectives; and prepare proposed programs and budgets for approval by Board. Provide leadership in the planning, direction, and management of the Children's Creative Project. Establish and maintain relationships with artists and the arts community, in order to recruit artists for the program, develop programming initiatives, and fulfill other program goals; foster business-education-art partnerships to maximize the use of community resources. Research and write funding

proposals and grants to support the strategic plan, mission, goals and objectives of CCP; oversee the implementation of funded projects to accomplish stated goals and fulfill terms; develop procedures for CCP programs to include research-informed and best practices. Plan, coordinate, and implement fundraising activities, including revenue-generating events and product sales; make presentations to community organizations, school administrators, staff and school boards, and parent organizations to obtain program grant funding or contracts. Schedule, coordinate and oversee visual and performing arts classes, performance events, special parent/child and teacher workshops, and art exhibitions; engage artists to provide instruction and touring artists to provide performances; support artists in implementing best practices in an educational setting and state standards related to visual and performing arts and social/emotional learning; and coordinate programs with, other arts organizations and community agencies. Organize events to showcase program offerings; publicize CCP programs to teachers, school administrators, parents, and the broader community; organize tours of programs, activities and events. Maintain records and data to document achievement of performance outcomes as defined by the scope of work for program grants; prepare progress and final reports on program outcomes. Prepare and monitor annual budgets and financial transactions; determine allowable expenditures; ensure that funder requirements are met; prepare for and represent the program during financial audits; create, plan, and manage contracts, including budgets and subcontractor grants. Develop and maintain relationships with visual and performing artists, school and district administrators, parent groups, and community partners, coordinate work and resources, influence policy, and advocate for arts education by serving as department representative on external community committees, advisory boards, and coalitions. Plan and deliver presentations and community outreach to advisory groups, business, and service organizations to promote department programs. Select and train staff, volunteers, and interns; assign and review work; establish performance goals and standards; provide coaching and professional development to program staff to create and sustain a high-performance team. Offer support and training opportunities for artist contractors to implement best practices in an educational setting. Engage and monitor the work of consultants as needed. Perform other related duties as assigned.

REQUIREMENTS

Knowledge: Operations, policies, and objectives of the Santa Barbara County Education Office or similar organization. Principles and practices of program administration and professional development. Budget development and management. Effective grant writing procedures. Best practices in public relations and public speaking. Methods of community outreach and engagement. Program development and evaluation. Data collection and management methods. Strategic planning. Group facilitation methods and practices. Standard written and spoken English. Standard office productivity software. Pedagogical methods and techniques related to arts education. Visual and Performing Arts (VAPA) standards.

Abilities: Establish and maintain relationships with communities of artists in a variety of media and disciplines. Communicate effectively, both orally and in writing. Identify and develop linkages and partnerships with community agencies and resources. Research, write and present reports. Write and manage grants. Multitask performing varied and complex administrative duties. Initiate, plan, and execute projects. Make public presentations to a wide variety of stakeholders. Formulate and articulate complex ideas and concepts to a variety of audiences. Work independently. Work cooperatively and maintain effective working relationships with community, business, nonprofit partners, and co-workers. Lead and work effectively with groups to accomplish goals and consistently meet timelines. Operate a computer and other office equipment and related software programs. Work with frequent interruptions. Learn Santa Barbara County community agencies, local government agencies, foundations, and nonprofits. Learn fundraising methods and practices, including but not limited to annual campaigns, major gifts, donor cultivation and stewardship.

Education and experience: Possession of a bachelor's degree in education, fine arts, performing arts, arts education, arts administration, or nonprofit administration, or related

field. A master's degree in a related field is preferred and two years' experience in a leadership role in an organization dedicated to the arts or arts education, preferably in the public or nonprofit sector. Experience in arts education/administration or K-12 education is preferred.

Licenses and certificates: Possession of a valid California driver's license and the use of a dependable vehicle are required.

Working conditions: This position is considered generally sedentary. Most work is performed while sitting at a desk and usually involves extensive use of computers, telephones, and other office equipment. Strenuous physical activity — such as lifting and carrying heavy objects, crawling, or stooping — is not generally associated with this position. This position is not typically exposed to significant safety hazards. The work of this position is performed in a typical modern office environment. Local travel to a variety of locations, as well as occasional overnight travel, is required. Occasional attendance at evening, weekend meetings, and events is also required.

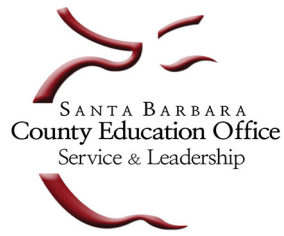
RECRUITMENT INFORMATION

Examination: The recruitment will be Dual Certification, resulting in internal and external candidates being ranked together as a group according to final combined scores. The qualifying examination may consist of a written, oral, or performance examination, or any combination thereof. Candidates who demonstrate the strongest background relative to the responsibilities of the position will be invited to participate in the examination process. Candidates must pass all parts of the examination/s to be placed on the eligibility list and will be ranked according to a scoring system determined by the Director, Human Resources. If you require an accommodation during any of these selection procedures, please notify Human Resources by the deadline date specified in this announcement.

Examination dates: The written examination for this classification is tentatively scheduled for 05-10-2021 at . The oral examination for this classification is tentatively scheduled for 05-17-2021. If your application meets the screening criteria, you will receive additional information regarding the examination process including an official invitation to participate.

Eligibility list: This position is open to applicants including current employees and those from the general public. All applicants must meet minimum qualifications to be invited to the respective examination/s. Dual certification results in one integrated eligibility list based on rank.

Office locations: 4400 Cathedral Oaks Road, Santa Barbara; 402 Farnel Road, Santa Maria



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Open Continuous Eligibility List

Job Class: Educational Interpreter, American Sign Language, Certified, Part-Time: 81.25% 32.5 hours/week

Rank	Application Number	Date Eligibility Expires
1	21321	10-07-2021

Number of applicants: 3

Number of applicants passed screening: 1

Number of performance/written exam attendees: N/A

Number of oral exam attendees: N/A

04-16-2021



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Dual Certification Eligibility List

Job Class: Program Associate, Part-time: 19 hours per week

Rank	Application Number	Date Eligibility Expires
1	21234	09-16-2021
2	21236	09-16-2021
2	21251	09-16-2021
3	21217	09-16-2021
4	21290	09-16-2021

Number of applicants: 19

Number of applicants passed screening: 10

Number of performance/written exam attendees: 6

Number of oral exam attendees: 5

04-16-2021



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Dual Certification Eligibility List

Job Class: Vocational Assistant, Part-Time: 75% 30 hours/week

Rank	Application Number	Date Eligibility Expires
1	21396	
2	21281	

Number of applicants: 4

Number of applicants passed screening: 3

Number of performance/written exam attendees: 2

Number of oral exam attendees: N/A

Account Object Code	2020/21 Adopted Budget	2020/21 Revised Budget	2020/21 Actuals with Encum	2020/21 Rev Budget -Actuals	2020/21 Actuals /Rev Budge	
Fund 01 - General Fund/County School Ser						
Expense						
2300 Class Admin Sal	129,708	129,708	129,708		100.00 %	
2400 Cler/Office Sal	131,999	131,489	130,598	890.81	99.32 %	
2430 Extra Hours/OT	3,000	3,000	24	2,975.84	.81 %	
2440 Substitutes	3,000	3,000		3,000.00		
Total for Object 2000	267,707	267,197	260,330	6,866.65		
3200	60,709	55,004	53,673	1,330.95	97.58 %	
3300	3,830	3,908	3,812	95.71	97.55 %	
3400	137,750	113,963	115,771	1,807.50-	101.59 %	
3500	132	132	128	3.51	97.34 %	
3600	4,082	3,808	3,709	99.18	97.40 %	
Total for Object 3000	206,503	176,815	177,093	278.15-		
4300 Supplies	200	200		200.00		
4340 Compter Exps	400	400		400.00		
4350 Office Supply	3,140	3,140	2,000	1,140.00	63.69 %	
Total for Object 4000	3,740	3,740	2,000	1,740.00		
5200 Travel	9,000	9,000		9,000.00		
5300 Dues/Membership	5,650	5,650	5,361	289.00	94.88 %	
5610 Rntl Les w/o Op	1,300	1,300	700	600.00	53.85 %	
5630 Repairs	200	200		200.00		
5640 Computer Repr	500	500		500.00		
5650 Maint Agreemnts	700	700	700		100.00 %	
5710 Inter Prg Trans	400	400		400.00		
5720 Postage	50	50	9	41.00	18.00 %	
5730 Printing/Dupl	1,400	1,400	55	1,344.55	3.96 %	
5740 Computer Suppt	710	710	190	520.00	26.76 %	
5800 Prof Consulting	7,400	7,400	2,749	4,651.05	37.15 %	
5810 Contract Servs	5,000	5,000		5,000.00		
5830 Advertisement	3,000	3,000	3,534	533.65-	117.79 %	
Selection Grouped by Object, Filtered by User Permissions, (Org = 61, Online Status = N, Ending Date = 6/30/2021, Restricted? = Y, Fund = 01, Management = 1490, Obj Lvl = 3, Obj Digits = 1, Visual = N, Description = S, Page Break Lvl = 1)						

Account Object Code	2020/21 Adopted Budget	2020/21 Revised Budget	2020/21 Actuals with Encum	2020/21 Rev Budget -Actuals	2020/21 Actuals /Rev Budge
Fund 01 - General Fund/County School Ser (continued)					
Expense (continued)					
5850 Consultant Cont	2,500	2,500		2,500.00	
Total for Object 5000	37,810	37,810	13,298	24,511.95	
Total for Org 061, Fund 01 and Expense accounts	515,760	485,562	452,722	32,840.45	

Budget04_SBCEOc

Budget Detail by Account, Type Summary

Model OB22-21 Personnel Commission			Fiscal Year 2021/22	
	# of Items	Item Type	Item Amount	Account Amount
Fund 01 - General Fund/County School Ser				
Expenditure				
01-0000-0-0000-7460-2300-000-1490-0000				135,610
PER COM,Class Admin Sal,Clas Pers,Undistri				
1	Salary	135,610.00		
01-0000-0-0000-7460-2400-000-1490-0000				136,331
PER COM,Cler/Office Sal,Clas Pers,Undistri				
2	Manual	2,505.60		
6	Salary	133,825.00		
01-0000-0-0000-7460-2430-000-1490-0000				3,000
PER COM,Extra Hours/OT,Clas Pers,Undistri				
1	Manual	3,000.00		
01-0000-0-0000-7460-2440-000-1490-0000				3,000
PER COM,Substitutes,Clas Pers,Undistri				
1	Manual	3,000.00		
01-0000-0-0000-7460-3202-000-1490-0000				63,351
PER COM,PERS2,Clas Pers,Undistri				
2	Manual	1,380.00		
5	Salary	61,970.05		
01-0000-0-0000-7460-3302-000-1490-0000				162
PER COM,OasdMed2,Clas Pers,Undistri				
1	Salary	66.07		
2	Manual	95.83		
01-0000-0-0000-7460-3304-000-1490-0000				3,996
PER COM,Medi Class,Clas Pers,Undistri				
4	Manual	110.28		
6	Salary	3,885.13		
01-0000-0-0000-7460-3402-000-1490-0000				122,511
PER COM,H&W2 Class,Clas Pers,Undistri				
3	Benefit	4,563.00-		
14	Salary	127,073.60		
01-0000-0-0000-7460-3502-000-1490-0000				138
PER COM,Unempl2 Class,Clas Pers,Undistri				
4	Manual	3.77		
6	Salary	133.97		
01-0000-0-0000-7460-3602-000-1490-0000				3,976
PER COM,WrkComp2 Class,Clas Pers,Undistri				
4	Manual	122.31		
6	Salary	3,852.98		
01-0000-0-0000-7460-4300-000-1490-0000				200
PER COM,Supplies,Clas Pers,Undistri				
1	Other	200.00		
01-0000-0-0000-7460-4340-000-1490-0000				400
PER COM,Compter Exps,Clas Pers,Undistri				
1	Other	400.00		
01-0000-0-0000-7460-4350-000-1490-0000				3,140
PER COM,Office Supply,Clas Pers,Undistri				
1	Other	3,140.00		
01-0000-0-0000-7460-5200-000-1490-0000				5,000
PER COM,Travel,Clas Pers,Undistri				
1	Other	5,000.00		
01-0000-0-0000-7460-5201-000-1490-0000				4,000
PER COM,Out of Cnty Trv,Clas Pers,Undistri				
1	Other	4,000.00		

Selection Grouped by Acct Type, (Org = 61, Zero? = N, Item Type? = , Restricted? = Y, Control? = N, Management = 1490, Object Digit = 0, Page Break Level =)

ESCAPE

ONLINE

Page 1 of 2

Model OB22-21 Personnel Commission			Fiscal Year 2021/22	
	# of Items	Item Type	Item Amount	Account Amount
Fund 01 - General Fund/County School Ser (continued)				
Expenditure (continued)				
01-0000-0-0000-7460-5300-000-1490-0000				5,650
PER COM,Dues/Membership,Clas Pers,Undistri	1	Other	5,650.00	
01-0000-0-0000-7460-5610-000-1490-0000				1,300
PER COM,Rntl Les w/o Op,Clas Pers,Undistri	1	Other	1,300.00	
01-0000-0-0000-7460-5630-000-1490-0000				200
PER COM,Repairs,Clas Pers,Undistri	1	Other	200.00	
01-0000-0-0000-7460-5640-000-1490-0000				500
PER COM,Computer Repr,Clas Pers,Undistri	1	Other	500.00	
01-0000-0-0000-7460-5650-000-1490-0000				700
PER COM,Maint Agreemnts,Clas Pers,Undistri	1	Other	700.00	
01-0000-0-0000-7460-5715-000-1490-0000				400
PER COM,PhotoCopies,Clas Pers,Undistri	1	Other	400.00	
01-0000-0-0000-7460-5720-000-1490-0000				50
PER COM,Postage,Clas Pers,Undistri	1	Other	50.00	
01-0000-0-0000-7460-5730-000-1490-0000				1,400
PER COM,Printing/Dupl,Clas Pers,Undistri	1	Other	1,400.00	
01-0000-0-0000-7460-5740-000-1490-0000				160
PER COM,Computer Suppt,Clas Pers,Undistri	1	Other	160.00	
01-0000-0-0000-7460-5745-000-1490-0000				550
PER COM,Vehicle Use,Clas Pers,Undistri	1	Other	550.00	
01-0000-0-0000-7460-5800-000-1490-0000				7,400
PER COM,Prof Consulting,Clas Pers,Undistri	1	Other	7,400.00	
01-0000-0-0000-7460-5810-000-1490-0000				5,000
PER COM,Contract Servs,Clas Pers,Undistri	1	Other	5,000.00	
01-0000-0-0000-7460-5830-000-1490-0000				3,000
PER COM,Advertisement,Clas Pers,Undistri	1	Other	3,000.00	
01-0000-0-0000-7460-5850-000-1490-0000				2,500
PER COM,Consultant Cont,Clas Pers,Undistri	1	Other	2,500.00	
Total for Org 061 , Fund 01 and Expenditure accounts				513,625