



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
April 25, 2024 – 12:30 p.m.

AGENDA

If you need special assistance to participate in the meeting or need this agenda provided in an accessible alternative format, please contact the Human Resources office to help us comply with the Americans with Disabilities Act. Notification at least 48 hours prior to the meeting will assist the Director, Human Resources in making suitable arrangements.

Persons wishing to address the Personnel Commission may complete a “Request to Address Personnel Commission” form, available at the meeting room entrance, and present it to a member of the Human Resources Department staff prior to the end of the public comment period. Members of the public will also have the opportunity to address the Personnel Commission in real time, without making a request in advance. Alternatively, public comments may be submitted in writing. During the time for public comment specified on the agenda, the Commission will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the Commission. The total amount of time for public comment will be 15 minutes, and no individual speaker may speak for more than five minutes. Speakers who need more time may submit written comments.

GENERAL FUNCTIONS

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Changes to the Agenda**
- 5. Introduction of Staff and Guests**
- 6. Public Comment**

7. Approval of Minutes of Regular Meeting Held March 28, 2024
(Attachment)

MOVED: SECONDED: VOTE:

8. Communications — None

9. Informational Items

- a. Media Releases/Editorials**
Available for review from the County Superintendent of Schools.
- b. Legislative Updates**
Available for review from the Director, Human Resources.

REGULAR BUSINESS

10. Informational Items

- a. List of New Positions**
(Attachment)
- b. Classified Personnel Report dated May 9, 2024**
(Attachment)
- c. Position Announcements**
(Attachments)
 - i. Accounting Technician, Senior (Dual – Santa Barbara)
 - ii. Early Care and Education Lead (Promotional – Santa Maria)
 - iii. Office Assistant (Dual – Santa Barbara)

11. Action Items

**a. Ratification of Eligibility Lists
(Attachments)**

- i. Clerical Assistant (Dual – Santa Maria)
- ii. Director, Facilities (Dual – Santa Barbara)
- iii. Educational Interpreter, ASL – Certified (Open Continuous – Santa Maria)
- iv. Paraeducator (Open Continuous – North)
- v. Senior Software Engineer (Open Continuous – Santa Barbara)

MOVED: SECONDED: VOTE:

b. Salary Reallocation

CLASSIFICATION	CURRENT SALARY RANGE	PROPOSED NEW SALARY RANGE
Paraeducator	60	64
Paraeducator, Behavioral Intervention	62	66
Vocational Assistant	60	64

The Director, Human Resources recommends a reallocation of the salary range for three classifications, as noted above, with an effective date of 5/1/2024. This recommendation is based on challenges in recruiting and retention for all three classifications and has the support of CSEA and the County Superintendent of Schools.

MOVED: SECONDED: VOTE:

c. Job Descriptions — None

ADJOURNMENT

The next regular meeting will be held on Thursday, May 23, 2024, at 12:30 p.m. The meeting will be held in the Santa Barbara County Education Office Board Room, Santa Barbara and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Maria.