



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**  
October 24, 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 September 26, 2024  
(Attachment)**

MOVED:

SECONDED:

VOTE:

**8. Communications**  
(Attachment)

**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 November 14, 2024**

(Attachment)

**c. Position Announcement**

(Attachment)

i. Payroll Supervisor (Dual – Santa Barbara)

**11. Action Items**

**a. Ratification of Eligibility Lists**

(Attachments)

i. Early Care and Education Case Worker, Mixteco Required (Dual – Santa Maria)

ii. Office Assistant (Promotional – Santa Maria)

iii. Paraeducator (Open Continuous – North)

iv. Paraeducator (Open Continuous – South)

MOVED:

SECONDED:

VOTE:

**b. Classification of Positions — None**

**c. Job Descriptions — None**

## **UNFINISHED BUSINESS**

- 12. Discussion of Open Continuous Eligibility Lists** (deferred from September meeting)

**13. Organization of the Personnel Commission**

In accordance with Education Code 45246, a public hearing was held at the October 10 County Board of Education meeting, and the Board reappointed Commissioner Pickavet to another three-year term, beginning December 1, 2024.

## **NEW BUSINESS**

- 14. Quarterly Review of Personnel Commission Budget**  
(Attachment)

This is an information item.

- 15. Revision of Merit System Rules – Presented for First Reading**  
(Attachments)

- a. 4441.5 Disqualification of Applicants, Candidates and Eligibles
- b. 4441.6 Disqualification and Appeal from Disqualification
- c. 4451.8 Removal of Names from Eligibility List

## **REPORTS**

- 16. PERSONNEL COMMISSIONER REPORTS**

- 17. DIRECTOR, HUMAN RESOURCES REPORT**

- 18. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

**CLOSED SESSION** — None scheduled

## **ADJOURNMENT**

The next regular meeting will be held on Thursday, November 21, 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.