

**SAN MATEO COUNTY OFFICE OF EDUCATION
REGULAR MEETING AGENDA OF THE
PERSONNEL COMMISSION**

Wednesday, June 18, 2025, at 4:00 p.m.

**California Suite
101 Twin Dolphin Drive
Redwood City, CA 94065
Meeting #638**

*The Personnel Commissioners will hold this meeting in person.
However, for those interested in attending remotely, you may register at:*

Join Zoom Meeting:

<https://tinyurl.com/2025pcm>

Meeting ID: 971 4988 0299

One tap mobile:

+16699009128,,97149880299# US (San Jose)

+16694449171,,97149880299# US

In accordance with Government Code § 54957.5 (b) (1), writings relating to a Personnel Commission meeting agenda item that are distributed to at least a majority of Commissioners less than 72 hours before a noticed meeting, and that are public records not otherwise exempt from disclosure, will be available for inspection at the Personnel Commission Office, 101 Twin Dolphin Drive, Redwood City, CA 94065 during normal business hours. In addition, such writings and documents may be posted on the Personnel Commission's webpage at <https://www.smcoe.org/about/personnel-commission/>

1. Call To Order

2. Roll Call:

- ☐ Commissioner Veronica Palmer
- ☐ Commissioner Annette Shreve
- ☐ Commissioner Karen Schwarz

3. Approval of Agenda – June 18, 2025

4. Approval of Meeting Minutes

- a) May 16, 2025

5. Board of Education/Superintendent Communications

6. Public/Employee Communications

Persons may provide comment at this time, and Personnel Commissioners will hear such comments but may not discuss nor act upon them unless and until the items appear on a posted agenda. To efficiently accommodate public comment for agenda items, please submit your question or comment online prior to the meeting using the following link:

<https://tinyurl.com/smcoepc>

Once you are acknowledged to speak, please state your name, your affiliation, and speak clearly into the microphone. Only one person may speak at a time.

7. Information & Discussion

These items are presented for information only. No action is required or permitted on any of these agenda items.

- a) Recruitment/Selection Activities and Staffing Report
- b) Personnel Commission Services Executive Director's Report
- c) First Reading: Merit Rule 50.2 (D) Promotional & Open Competitive Examinations

8. Consent Agenda

- a) Approval of Eligibility Lists

9. Discussion & Action

- a) Request to Approve Six Month Eligibility List for Chief Technology Officer

10. Personnel Commissioners' Report

11. Next Meeting – July 9, 2025, at 4:00 p.m.

12. Adjournment

Special accommodations for persons with disabilities will be made available to the individual upon request of service with a three-day advanced notice. For further information please contact Facilities Services at (650) 802-5690; TCC (650) 802-5480. Members of the public may request to review materials related to the agenda items by contacting Personnel Commission Services at lkintanar@smcoe.org or (650) 802-5309.

SAN MATEO COUNTY OFFICE OF EDUCATION
PERSONNEL COMMISSION REGULAR MEETING MINUTES

Meeting #637

Friday, May 16, 2025 – 4:00 p.m.

The Personnel Commission meeting was held in person at 101 Twin Dolphin Drive, Redwood City, CA 94065 with an option for attendees to join remotely via Zoom meeting platform:

Zoom Meeting Information:

<https://tinyurl.com/2025pcm>

Meeting ID: 971 4988 0299

One tap mobile:

+16699009128,,97149880299# US (San Jose)

+16694449171,,97149880299# US

Commission Members Present: Veronica Palmer, Commissioner
Karen Schwarz, Commissioner
Annette Shreve, Commissioner

Commission Staff Present: Randy Perez, Executive Director-Personnel Commission Services
Lycette Kintanar, Personnel Commission Analyst

Others Present:

Moncerrat Barriga	Wilbur Lopez	Jessica Ochoa
Leogie Barrios	Aye Mon	Dalma Sato
Robert Fuertes	Christian Morales-Aponte	Nelson Sendino
Eric Hernandez	Lauriene Mouton	Dennis Shreve

1. CALL TO ORDER – 4:00 p.m.

2. ROLL CALL:

- a) Commissioner Veronica Palmer, present
- b) Commissioner Annette Shreve, present
- c) Commissioner Karen Schwarz, present

3. APPROVAL OF AGENDA

Action: A motion to approve the May 16, 2025, regular meeting agenda was made and seconded. Motion passed and agenda approved as submitted.

Votes Taken, By Roll Call:

Palmer – Aye
Schwarz – Aye
Shreve – Aye

4. PUBLIC HEARING: Personnel Commission Budget for Fiscal Year 2025-2026

Chairperson Veronica Palmer opened the public hearing to accept public testimonies regarding the Personnel Commission budget for fiscal year 2025-2026 at 4:02 p.m.

a) Open Public Comment on Proposed Personnel Commission Budget for Fiscal Year 2025-2026

Commissioner Palmer opened the floor for public comment.

No comment from the floor was brought forth regarding the proposed Personnel Commission budget for fiscal year 2025-2026.

b) Close Public Comment on Proposed Personnel Commission Budget for Fiscal Year 2025-2026

Hearing no comment from the public, Commissioner Palmer closed the public comment.

c) Open Personnel Commission Discussion on the Proposed Budget For 2025-2026

Commissioner Palmer opened the floor for Personnel Commission Discussion.

Discussion Ensued.

d) Motion to Adopt the Proposed Personnel Commission Budget for Fiscal Year 2025-2026 and Close the Public Hearing

Action: A motion to adopt the proposed Personnel Commission budget for fiscal year 2025-2026 and close the public hearing was made and seconded. Motion passed and unanimously approved.

Votes Taken, By Roll Call:

Palmer – Aye

Schwarz – Aye

Shreve – Aye

The public hearing for the proposed Personnel Commission budget for fiscal year 2025-2026 closed at 4:03 p.m.

5. APPROVAL OF MEETING MINUTES

Commissioner Palmer opened the public meeting at 4:03 p.m. and called for a motion to approve the April 9, 2025 meeting minutes.

Action: A motion to approve the April 9, 2025 regular meeting minutes was made and seconded. Motion passed and minutes were approved as submitted.

Votes Taken, By Roll Call:

Palmer – Aye

Schwarz – Aye

Shreve – Aye

6. BOARD OF EDUCATION/SUPERINTENDENT COMMUNICATIONS

None to report.

7. PUBLIC/EMPLOYEE COMMUNICATIONS

Laurie Mouton, *CSEA 887 President*, addressed the Personnel Commission and expressed her concerns regarding the current temporary support in the Court & Community Schools program under the *Student Services Specialist, Limited Term* assignment. She requested that the Limited Term assignment be either opened to other candidates to apply or that the current temporary support be placed into the *Administrative Assistant, Limited Term* position.

Christian Morales-Aponte, *CSEA 887 Communication Officer*, spoke before the Commission to acknowledge the upcoming Classified Employees' Week and recognized the importance and contributions of classified employees. He announced that CSEA will host a potluck to commemorate the occasion and extended an invitation to the Personnel Commission to join the celebration.

8. INFORMATION ITEMS & DISCUSSION

a) Recruitment/Selection Activities & Staffing Report

Randy Perez, Executive Director-Personnel Commission Services, presented to the Commission his monthly update on classified recruitment and staffing. No questions from the floor were brought forth regarding the monthly staffing report.

b) Personnel Commission Services Executive Director's Report

Mr. Perez addressed the Personnel Commission and acknowledged the upcoming Classified Employees' Week and recognized the classified employees.

c) Executive Director, Equity, Social Justice & Inclusion Classification

Mr. Perez reported on the change in designation for the *Executive Director, Equity, Social Justice & Inclusion* classification from classified to certificated. He explained that after initially having the classification designated as classified to broaden the talent pool, the position has evolved to require the incumbent to hold a valid California teaching credential and an administrative services credential in order to address the needs of the community and school systems.

9. ACTION ITEMS

a) Request to Establish a 6-Month Eligibility List for the Naturalist Classification

Personnel Commission action is requested to approve the establishment of the eligibility list for the *Naturalist* classification for a period of six (6) months in accordance with Merit Rule 60.1.

Commissioner Palmer opened the floor for discussion.

Ms. Mouton raised her concern regarding the establishment of another *Naturalist* eligibility list while there is a valid eligibility currently in effect.

Mr. Perez responded that the Merit Rules allow for hiring managers to pause on recruitment if they refuse to hire from the current list where the position would remain vacant until the list expires. Mr. Perez believes it is inefficient and that there should be a better way to address it.

Discussion ensued.

Commissioner Palmer acknowledged the administration and Mr. Perez's effort in honoring the authority of the Personnel Commission in determining the length of validity of eligibility lists.

Action: A motion to approve the establishment of a 6-month eligibility list for the classification of *Naturalist* was made and seconded. Motion passed and unanimously approved.

Votes Taken, By Roll Call:

Palmer – Aye
Schwarz – Aye
Shreve – Aye

b) Request to Approve Modifications to a Class Description: Program Compliance Analyst

Personnel Commission action is requested to approve the proposed revisions to the *Program Compliance Analyst* classification description as presented.

Commissioner Palmer open the floor for discussion.

Commissioner Palmer expressed her concern that given the amount of responsibilities in the classification description being presented, the salary remains the same.

Mr. Perez explained that the new classification is broadening the scope out to encompass financial and data compliance. The person in this position will perform analytical and compliance oversight in either area, but not in both.

Discussion ensued.

Action: A motion to approve the proposed revisions to the *Program Compliance Analyst* classification description as presented was made and seconded. Motion passed and unanimously approved.

Votes Taken, By Roll Call:

Palmer – Aye
Schwarz – Aye
Shreve – Aye

c) Approval of the 2025-2026 Personnel Commission Meeting Calendar

Personnel Commission action is requested to accept and approve the proposed meeting dates for the 2025-2026 Personnel Commission meeting calendar.

Discussion ensued.

Action: A motion to accept and approve the proposed meeting dates for the 2025-2026 Personnel Commission meeting calendar was made and seconded. Motion passed and unanimously approved.

Votes Taken, By Roll Call:

Palmer – Aye
Schwarz – Aye
Shreve – Aye

10. CONSENT CALENDAR

a) Approval of Eligibility List(s)

Personnel Commission action is requested to ratify the promotional and open competitive eligibility lists developed for the *Itinerant Paraeducator-Special Education, Fiscal Services Supervisor, and Payroll Supervisor* position classifications in accordance with Education Code Section 45272.

Action: A motion to approve the ratification of the promotional and open competitive eligibility lists developed for the *Itinerant Paraeducator-Special Education, Fiscal Services Supervisor, and Payroll Supervisor* position classifications in accordance with Education Code Section 45272 was made and seconded. Motion passed and unanimously approved.

Votes Taken, By Roll Call:

Palmer – Aye
Schwarz – Aye
Shreve – Aye

11. PERSONNEL COMMISSIONERS' REPORT

None to report.

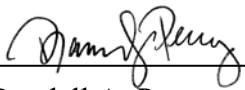
12. NEXT MEETING

The next Personnel Commission regular meeting is scheduled on June 11, 2025 @ 4:00 p.m.

13. ADJOURNMENT

Having no further business, Commissioner Veronica Palmer adjourned the meeting at 4:29 p.m.

Respectfully Submitted By:



Randall A. Perez

Ex-Officio Secretary to the Personnel Commission

**San Mateo County Office of Education
Personnel Commission
Agenda Item 7 (a)**

Date: June 18, 2025

To: Members of the Personnel Commission

From: Randy Perez, Executive Director, Personnel Commission Services 

Subject: Recruitment and Selection Update – MAY/JUNE

Recommendation:

Information item only.

Background:

Personnel Commission Staff presents the attached report for the Personnel Commission Services department's recruitment and selection activities from May 16 through June 17, 2025.

STAFFING REPORT – CLASSIFIED

May 16, 2025 through June 17, 2025

RECRUITMENT / TESTING IN PROGRESS – POSITIONS OPEN

Position	Division/ Department	Replacing	Date Opened	Date Closed	Written/ Perf Exam	Oral Exam	Cert List Date
Naturalist	ESD/OE	Emmanuel Bates	06/16/2025	06/30/2025	N/A	07/02/2025	TBD
Financial Analyst	BSD/IBS	Erik Arteaga	06/09/2025	06/23/2025	N/A	07/01/2025	TBD
Payroll/Retirement Audit Analyst	BSD/DBS	Heather Campagna	06/03/2025	06/11/2025	06/16/2025	06/18/2025	TBD
Program Compliance Analyst	SELPA	New Position	05/29/2025	06/05/2025	N/A	06/10/2025	06/10/2025
Fiscal Services Supervisor	BSD/IBS	Aaron Hill	04/14/2025	04/28/2025	N/A	05/01/2025	05/02/2025
Payroll Supervisor (<i>Extended Recruitment</i>)	BSD/DBS	Faith Marte-Kroeger	03/28/2025	04/28/2025	N/A	05/02/2025	05/02/2025
Paraeducator, Court/Community Schools (<i>Repost</i>)	ESD/C&C	New Position	07/25/2024	03/25/2025	N/A	03/27/2025	03/31/2025
Itinerant Paraeducator, Special Education	ESD/SPED	Multiple Positions	08/11/2023	04/07/2025	N/A	04/11/2025	04/16/2025

SELECTION / TESTING IN PROGRESS – POSITIONS OPEN

Position	Division/ Department	Replacing	Applicants	Met MQ's	Written/PE/ SR Pass	Oral Pass	Eligible Candidates
Naturalist	ESD/OE	Emmanuel Bates	<i>Ongoing</i>				
Financial Analyst	BSD/IBS	Erik Arteaga	<i>Ongoing</i>				
Payroll/Retirement Audit Analyst	BSD/DBS	Heather Campagna	<i>Ongoing</i>				
Program Compliance Analyst	SELPA	New Position	3	3	N/A	3	3
Fiscal Services Supervisor	BSD/IBS	Aaron Hill	15	12	N/A	6	6
Payroll Supervisor (<i>Extended Recruitment</i>)	BSD/DBS	Faith Marte-Kroeger	13	9	N/A	6	6
Paraeducator, Court/Community Schools (<i>Repost</i>)	ESD/C&C	New Position	20	15	N/A	4	4
Itinerant Paraeducator, Special Education	ESD/SPED	Multiple Positions	40	28	N/A	10	10

CERTIFICATION LISTS

Position	Date Sent	Division/Department
Program Compliance Analyst	06/10/2025	SELPA – Special Education Local Plan Area

PROMOTIONS

POSITION FILLED	DIV. / DEPT.	FILLED BY	REPLACING
Fiscal Services Supervisor	BSD/IBS	Erik Arteaga	Aaron Hill
Payroll Supervisor	BSD/DBS	Heather Campagna	Faith Marte-Kroeger

STAFFING REPORT – CLASSIFIED*May 16, 2025 through June 17, 2025***TRANSFERS**

POSITION FILLED	FILLED BY	Fr DIV. / DEPT.	To DIV. / DEPT.	EFFECTIVE DATE
None to report.				

RECLASSIFICATION

NEW POSITION	FORMER POSITION	FILLED BY	EFFECTIVE DATE
None to report.			

NEW EMPLOYEES – REGULAR

POSITION	DIV. / DEPT.	FILLED BY	DATE OF HIRE
None to report.			

NEW ASSIGNMENT

POSITION	DIV. / DEPT.	FILLED BY	DATE OF HIRE
None to report.			

RE-EMPLOYMENT FROM LAYOFF

POSITION	DIV. / DEPT.	FILLED BY	DATE OF HIRE
None to report.			

REINSTATEMENT

POSITION	DIV. / DEPT.	FILLED BY	DATE OF HIRE
None to report.			

NEW EMPLOYEES – LIMITED TERM/PROVISIONAL/SUBSTITUTE

POSITION	DIV. / DEPT.	FILLED BY	DATE OF HIRE
Paraeducator, Special Education (Substitute)	ESD/SPED	Jacquelyn Jimenez	06/09/2025
Administrative Assistant II, Limited Term	ESD/C&CS	Alejandra Andrade	05/27/2025
Paraeducator, Special Education (Substitute)	ESD/SPED	Paige Woodworth	05/19/2025
Administrative Assistant II, Limited Term	ESD/C&CS	Carolina Pasos	02/24/2025

SEPARATIONS

POSITION	DIV. / DEPT.	VACATING EMPLOYEE	REMARKS
Payroll Specialist	BSD/IBS	Diane Hickman	Retirement

STAFFING REPORT – CLASSIFIED

May 16, 2025 through June 17, 2025

Respectfully Submitted By:

A handwritten signature in black ink, appearing to read "Randy Perez", written over a horizontal line.

Randy Perez

Ex-Officio Secretary to the Personnel Commission

**San Mateo County Office of Education
Personnel Commission
Meeting Agenda
Item 7 (c)**

Date: June 18, 2025

To: Members of the Personnel Commission

From: Randy Perez, Executive Director, Personnel Commission Services



Subject: First Reading – Merit Rule 50.2 (D) Promotional & Open Competitive Examinations

Background:

Merit Rule 10.4 (C) states:

All proposals to amend, delete, or add to these rules will be presented to the Personnel Commission for a first reading. Proposals to amend, delete, or add rules shall not become final without a second reading, unless a critical emergency exists requiring that the Commission take immediate action to enact or revise a rule.

The proposed revision to Merit Rule 50.2 (D) is needed to provide clarification regarding Promotional Eligibility Lists. The present Rule requires that permanent employees applying for promotional opportunities achieve an aggregate score of 80% to qualify for placement on the promotional eligibility list. However, the Rule as it stands would make sense only if we were running simultaneous open and promotional recruitment, as the 80% cut score would delineate those employees that qualify for the promotional list, and those that do not. For those employees in the latter category, as they would not qualify for the promotional list, they would have to land somewhere assuming they received an otherwise passing score on the examination. My interpretation is that this group would qualify for placement on the open list along with all other external candidates and in accordance with their overall ranking. The issue then is that the present language of the Rule does not provide for what happens to employees that pass an exam, but do not obtain an aggregate score of 80%.

The proposed language shifts placement of the Rule from the section titled “Promotional Examinations,” which results exclusively in the establishment of a promotional eligibility list, to “Promotional and Open Competitive Examinations” which allows for both a promotional and open eligibility list to result from a single recruitment. Moving the Rule under 50.2 (D) will allow for permanent employees that pass an examination, but that do not obtain an 80%, to be placed on the open list.

Furthermore, the Rule clarifies that employees in probationary status can apply to promotional and open competitive recruitment, and if they pass the examination, they will be placed on the open list in accordance with their rank.

This agenda item is presented as a first reading. No action is required at this time.

CHAPTER 50 RECRUITMENT AND EXAMINATIONS

50.1 RECRUITMENT

A. **Announcement of Examinations:** The Personnel Commission shall direct and administer the holding of examinations for the purpose of filling vacancies or creating job eligibility lists for the classified service.

1. No examination and no part of any examination may be held for a new position until the Board has authorized the position duties and the Commission has allocated the position to a job classification. (Note: A newly created position is one which does not have a previously separate existence.)
2. Whenever it is necessary to fill existing or anticipated vacancies and an appropriate eligibility list does not exist, the Personnel Director shall prepare an employment opportunities bulletin which shall be distributed to all employee work sites and community locations. The Personnel Director will mail or electronically send employment opportunity bulletins to community agencies and organizations supporting women, minorities, and the disabled, and military veterans.
3. The employment opportunity bulletin shall contain the title of the class and shall include the following:
 - Information concerning the location of employment, the expected number of vacancies, and other conditions of employment.
 - Information about the field of competition (promotional only, open, open and promotional.)
 - A description of essential duties and responsibilities of the class.
 - The qualifications and requirements of the class.
 - The salary, benefits and other compensation.
 - The closing date for filing applications.
 - The types of examinations to be given.
 - Such other information as will assist employees and the public in understanding fully the nature of the employment and procedures necessary to participate in the examination. (Education Code Sections 45260, 45261, 45272, and 45278)

50.2 EXAMINATIONS

A. **Determination of Examinations:** The Personnel Director shall determine the standards of proficiency to be required for each examination and shall determine whether the examination shall be:

1. Open Competitive
2. Promotional
3. Promotional and Open Competitive with the Promotional list taking precedence.
4. Merged (Dual Certification)
5. Continuous

B. Open Competitive Examinations: The entry level classification (class lowest in hierarchy within each job family) within the classified service shall always have an open competitive examination and veteran's preference points shall be allowed as specified in Rule 50.2:N. These examinations shall be open to all qualified applicants.

C. Promotional Examinations: Where an adequate field of competition exists within the Office, and examinations can reasonably be expected to result in three (3) qualified ranks of eligibles, the field of competition shall be limited to promotional applicants.

1. Promotional examinations shall be restricted to ~~probationary and~~ permanent employees of the Office and former employees on a valid reemployment list who meet the qualifications of the class.

~~2.1. While an employee is in probationary status, he/she may apply for any other classified position for which he/she is qualified. If the employee is admitted to the examination process and passes all examinations administered, he/she shall be placed on the Open eligibility list in accordance with his/her overall ranking, and his/her name shall be certified in accordance with the rule of three ranks. If the employee is selected off the Open List in accordance with these rules, the employee shall begin a new probationary period in the new classification.~~

~~3.2. To obtain placement on a promotional list, an employee must achieve a minimum score of 80 percent on each individual part of an examination, excepting performance tests which are scored on a pass/fail basis.~~

D. Promotional and Open Competitive Examinations: Where an adequate field of promotional applicants does not exist or there is doubt as to its adequacy, the Personnel Director may advertise the examination among employees and the general public.

1. This examination procedure shall result in a promotional and open eligibility list. The promotional list shall take precedence when certifying eligibles. When the promotional eligibility list does not contain sufficient ranks of eligibles (defined as having fewer than three (3) eligible and willing employees), certification of additional ranks shall then be made from the open list. Example: Only two eligible employees are on the promotional list and there is a valid open list. The

top ranking candidate on the open list will be merged with the promotional list candidates to form an open and promotional list of three ranks.

2. To obtain placement on the promotional list, a permanent employee must achieve a minimum score of 80 percent on each individual part of an examination, except for performance tests which are scored on a pass/fail basis. Permanent employees that pass an examination but do not achieve the cutoff score as described herein shall be placed on the open eligibility list in accordance with their overall rank.

3. While an employee is in probationary status, he/she may apply for any other classified position for which he/she is qualified. If the employee is admitted to the examination process and passes all examinations administered, he/she shall be placed on the Open eligibility list in accordance with his/her overall ranking, and his/her name shall be certified in accordance with the rule of three ranks. If the employee is selected off the Open List in accordance with these rules, the employee shall begin a new probationary period in the new classification.

1.4.

E. Merged (Dual Certification)

An examination may be held under merged promotional and open competitive procedures. The resulting eligibility list shall consist of promotional and open competitive candidates merged on one eligibility list. Scores on this type of list shall include all applicable veteran's preference points for open candidates and seniority credit points for promotional candidates.

Education Code: 45284

F. Continuous Examinations: The Commission may designate examinations for specified classes as continuous examinations. Applications shall be accepted every working day and examinations shall be given as the need arises.

1. A candidate who is unsuccessful on a written examination may not retake the same examination for the same classification for a period of 60 calendar days. (Education Code Sections 45260, 45261, 45272, 45273, 45284, 45292)

G. Types of Examinations: Examinations shall be conducted by the Commission's staff, administered objectively, and consist of test parts that relate to job performance. Test components may include any of the following:

1. Written examination.
2. Practical demonstration of skill.
3. Evaluation of applicants' training and experience.

**San Mateo County Office of Education
Personnel Commission
Agenda Item 8 (a)**

Date: June 18, 2025

Department: Personnel Commission Services

From: Randy Perez, Executive Director, Personnel Commission Services 

Subject: Approval of Eligibility List(s)

Recommendation:

Personnel Commission action is requested to ratify the eligibility list developed for the classification of *Program Compliance Analyst* in accordance with Education Code Section 45272.

Background:

Personnel Commission Services staff completed the recruitment and examination procedures to fill the vacancy for the position of *Program Compliance Analyst* job classification. The eligibility list developed for this classification will be valid as indicated on the recruitment announcement in accordance with Merit System Rule 60.1.

<i>Classification</i>	<i>Date</i>	<i>Bargaining Unit</i>	<i>Eligible Ranks</i>	<i>Eligible Candidates</i>
<i>Program Compliance Analyst</i>	06/10/2025	CSEA 887	3	3

**San Mateo County Office of Education
Personnel Commission
Agenda Item 8 (b)**

Date: June 18, 2025

To: Members of the Personnel Commission

From: Randy Perez, Executive Director, Personnel Commission Services 

Subject: Request to Approve a Six (6) Month Eligibility List

Background:

Merit Rule 60.1 (A) (4) states the following:

“The Commission may approve the establishment of an eligibility list for a period of six (6) months when announced on the recruitment bulletin for the examination.”

The Personnel Commission Services will soon begin recruitment for the position of Chief Technology Officer. Executive-level recruitments present unique challenges as individuals hired for these positions will have a significant agency-wide impact. Finding highly qualified candidates who fit well with the County Office of Education leaves little room for error in the recruitment, assessment, and selection process. As discussed at the November 22, 2024 Personnel Commission meeting, we will bring forth to the Commission a request to establish a six (6) month eligibility list for all executive level classifications. We will include written notice of the limited eligibility duration in the forthcoming recruitment announcement.

Recommendation:

I request a motion to approve a six (6) month eligibility list for Chief Technology Officer.