



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**  
May 28, 2020 – 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 are requested to 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 meeting being called to order. 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. If the speaker needs more time, he or she may submit written comments.

**SPECIAL NOTE**

In compliance with Governor Newsom’s Executive Order N-33-20 effective March 19, 2020 directing Californians to stay home, and as authorized by the Governor’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, the April 16, 2020 Personnel Commission meeting will be conducted by videoconference only. Members of the public wishing to attend the meeting remotely may contact the Director, Human Resources at [aramos@sbceo.org](mailto:aramos@sbceo.org) prior to 11:30 a.m. on April 16 to obtain login credentials for the meeting. The Director will also provide an electronic version of the “Request to Address Personnel Commission” form, which members of the public may submit by email or fax.

## **GENERAL FUNCTIONS**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Changes to the Agenda**
- 5. Introduction of Guests**
- 6. Public Comment**
- 7. Minutes of Meeting Held April 16, 2020**  
(Attachment)

MOVED:                      SECONDED:                      VOTE:

- 8. Communications**

Request from Philip Gordillo, Executive Director of CSPCA, for information about late Personnel Commissioner Jennie Batiste for a tribute in their newsletter.

- 9. Informational Items**

- a. Media Releases**  
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 — None**
- b. Classified Personnel Report dated June 4, 2020**  
(Attachment)
- c. Position Announcements — None**

**11. Action Items**

- a. **Ratification of Eligibility Lists** — None
- b. **Classification of Positions** — None
- c. **Job Description**  
(Attachments)

Paraprofessional

CSEA has had an opportunity to review the draft revision and has given their concurrence.

**UNFINISHED BUSINESS**

**12. Out of Class Assignments**  
(Attachment)

SBCEO has received a legal opinion on the subject of compensation for out of class assignments, as requested by the Personnel Commission.

**NEW BUSINESS**

**13. Proposed 2020-21 Personnel Commission Budget**  
(Attachment)

**Public Hearing — time certain 1:00 p.m.**

A public hearing will be conducted in accordance with the requirements of California Education Code Section 45253 for consideration of the Personnel Commission budget for fiscal year 20-21. This will allow members of the County Board of Education, SBCEO administration, and members of the public the opportunity to present their views on the proposed budget.

**REPORTS**

**14. PERSONNEL COMMISSIONER REPORTS**

**15. DIRECTOR, HUMAN RESOURCES REPORT**

**16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

## **CLOSED SESSION**

### Evaluation of Director, Human Resources

The Personnel Commission will meet with Assistant Superintendent Mari Baptista to begin the annual evaluation process for the Director, Human Resources.

## **ADJOURNMENT**

The next scheduled meeting will be held on Thursday, June 25, 2020, at 12:30 p.m. The meeting will likely be held via videoconference. If so authorized by the Governor and public health authorities, the meeting will be held in the Santa Barbara County Education Office Board Room, Santa Maria and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Barbara.