

**THE HUMBOLDT COUNTY OFFICE OF EDUCATION  
PERSONNEL COMMISSION**

**June 11, 2024  
3:00 P.M.**

Humboldt County Office of Education, 901 Myrtle Ave., Eureka, Ca. 95501  
The Magnolia Room

**REGULAR SESSION AGENDA**

**1.0 CALL MEETING TO ORDER/ROLL CALL**

**2.0 REVIEW/APPROVE MINUTES OF April 09, 2024**

**3.0 PUBLIC COMMENT (Five-minute limit)**

**4.0 SUPERINTENDENTS REPORT**

**5.0 ACTION ITEMS**

**5.1 Modified Job Description – Lynne Mahony**

**5.1.1** Licensed Vocational Nurse / HCOE Health Team

**5.2 Modified Job Description – Haley Jones**

**5.2.1** Low Incidence Support Technician (SELPA)

**5.3 New Job Description – Tanya Trump**

**5.3.1** Program Funding and Data Analyst

**5.4 Modified Job Description with Reclassification from Cert Mgmt – Lex Rohn**

**5.4.1** Court and Community School Counselor

**5.5 New Job Descriptions – Peter Stoll**

**5.5.1** Mental Health Clinician

**5.5.2** Mental Health Clinical Services Program Manager

**6.0 PERSONNEL UPDATES**

**6.1 REPORT BY DIRECTOR OF HUMAN RESOURCES**

**6.2 REVIEW OF PROCESS – Termination of Merit System**

**6.3 NEW HIRES**

- Department Secretary – Student Programs & Services (FTE 1.0)
- Para Educator – Student Programs & Services, Glen Paul (FTE 0.86)

**6.4 POSITION SEPARATION**

- Early Childhood Educator 1 – Special Beginnings (FTE 1.0)

- Para Educator (3 positions) – Student Programs & Services, Glen Paul (FTE 0.86)

## 6.5 VACANT POSITIONS

- School Bus Driver – Transportation (FTE 1.0) *\*offering position*
- School Bus Driver – Transportation (FTE 1.0)
- Speech & Language Pathology Assistant – Student Programs & Services, Glen Paul (FTE 1.0)
- Specialized Funding Analyst (FTE 1.0) *\*offering position*
- Para Educator – Student Programs & Services, Glen Paul Pool (FTE 0.86)  
*\*multiple vacancies/ongoing recruitment*
- Occupational Therapist – Student Programs & Services (FTE 1.0)
- Speech & Language Pathology Assistant – Special Beginnings (FTE 1.0)
- Early Childhood Educator 1 – Special Beginnings (FTE 1.0) *\*offering position*
- Early Childhood Educator 1 – Special Beginnings (FTE 1.0) *\*setting interviews*
- Cal-SOAP Program & Events Technician – Career & College Resources (FTE 1.0)  
*\*setting interviews*
- Behavioral Health Intervention Specialist – SELPA (FTE 1.0)
- Behavioral Health Clinician (3 positions) – SELPA (FTE 1.0)

## 7.0 REVIEW TRAVEL CLAIM

## 8.0 ADJOURNMENT