

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

August 10, 2021

5:15 P.M.

VIA ZOOM

Join Zoom Meeting

<https://zoom.us/j/7921160412?pwd=dIZsZHcyeGZtMEFuVUxIU3pjVzVkdz09&from=addon>

Humboldt County Office of Education

901 Myrtle Ave.

Eureka, Ca. 95501

REGULAR SESSION AGENDA

1.0 CALL MEETING TO ORDER/ROLL CALL

2.0 REVIEW/ APPROVE MINUTES OF June 29, 2021

3.0 PUBLIC COMMENT (Five minute limit)

4.0 PERSONNEL UPDATES

4.1 REPORT BY DIRECTOR OF PERSONNEL

4.2 NEW HIRES

- Personnel Department Secretary (FTE 1.0)
- Instructional Aide (FTE 1.0)
- Principal Account Tech (FTE 1.0)
- CAL SOAP Events Coordinator (FTE 1.0)
- Biliterate/Bilingual Liaison (FTE 1.0)

4.3 POSITION SEPARATION

- Intermediate Clerk – TPP (FTE 0.65)
- Itinerant Aide Special Beginnings (FTE 0.86)
- BSA (FTE 1.0)
- Para educator – Glen Paul (FTE 0.86)

4.4 VACANT POSITIONS

- Preschool SDC Aide (Peninsula) Permanent – (FTE .86) #128
- Early Childhood Educator IV (FJA) – (FTE 1.0) #130
- Administrative Assistant II – (FTE 1.0) #129
- Strong Workforce Program K-12 Pathway Coordinator – (FTE 1.0) #268
- Instructional Aide CCS (ERC) Permanent – (FTE .86) #118
- SDC Infant Instructional Aide (Dow’s Prairie) Permanent – (FTE .69) #125
- CCS Senior Office Clerk/TPP Workability – (FTE .65) #127
- Regional SDC Program Aide (Lafayette) Permanent – (FTE .86) #131
- Special Education Program Aide (Glen Paul) Permanent – (FTE .86) #132
- SDC Preschool Aide (FJA) Permanent – (FTE .86) #133
- Early Childhood Educator I (FJA) – (FTE .86) #134
- SCIA Aide for E.C. (FHS/Glen Paul) Permanent – (FTE .86) #142
- School Bus Driver (Glen Paul) – (FTE .86) #170
- SCIA Aide for H.E. (FHS/Glen Paul) Temporary – (FTE .86) #189
- CTE Teacher – Health, Temporary – (FTE 1.0) #258
- SELPA Deaf/Hard of Hearing Education Specialist – (FTE 1.0) #265
- School Psychologist, Permanent – (FTE 1.0) #269

5.0 ACTION ITEMS

5.1 Job Description Revision: Felicia Doherty

5.1.1 STUDENT SERVICES SPECIALIST

5.2 Job Description Revision: Mindy Fattig

5.2.1 BEHAVIOR SUPPORT ASSISTANT

6.0 BUDGET REPORT

7.0 SUPERINTENDENTS REPORT

8.0 REVIEW TRAVEL CLAIM

9.0 ADJOURNMENT