

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

October 21st, 2021

2:45 P.M.

VIA ZOOM

Join Zoom Meeting

<https://zoom.us/j/97000708213?pwd=Q2k2OTZRZEhDRk9XYXZMZy8zSi9HQT09&from=add>
on

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 August 10, 2021

3.0 PUBLIC COMMENT (Five minute limit)

4.0 PERSONNEL UPDATES

4.1 REPORT BY DIRECTOR OF PERSONNEL

4.2 NEW HIRES

- Instructional Aide – Glen Paul (FTE 0.86) – x5
- Instructional Aide – Special Beginnings (FTE 0.86)
- Instructional Aide – Court & Community (FTE 0.86) – x2
- Senior Account Tech (FTE 1.0)
- Temp Instructional Aide – Court & Community (FTE 0.71)
- SPED Instructional Aide – (Special Beginnings (FTE 0.6857)
- Senior Office Clerk (FTE 0.65)
- Temp Account Tech (FTE 1.0)

4.3 POSITION SEPARATION

- Behavior Support Assistant (FTE 1.0) – x5
- Mobile Maker Tech (FTE 1.0)
- Instructional Aide (FTE .086) – x3
- Special Projects Tech (FTE 1.0)

- Budget & Accounting Tech (FTE 1.0)
- SCIA Instructional Aide (FTE .086)
- Instructional Aide/LVN (FTE 1.0)
- IT Technician (FTE 1.0)
- Payroll Tech (FTE 1.0)

4.4 VACANT POSITIONS

- Budget & Accounting Analyst (FTE 1.0)
- SDC Instructional Aide – Special Beginnings (FTE 0.8571)
- Infant SDC Aide – Special Beginnings (FTE 0.69)
- Temp Instructional Aide – Court & Community Schools (FTE 0.8571)
- SDC Preschool Instructional Aide – Special Beginnings (FTE 0.8571) – x2
- Program Aide/Regional SDC – Glen Paul (FTE 0.8571)
- Early Childhood Educator IV – Special Beginnings (FTE 1.0)
- SCIA Aide – Glen Paul (FTE 0.8571) – x6
- Certified Behavior Support Tech – SELPA (FTE 1.0)
- Instructional Aide/LVN – Glen Paul (FTE 1.0)
- School Bus Driver – Glen Paul (FTE 0.86)
- Principal Account Tech – Payroll (FTE 1.0)

5.0 ACTION ITEMS

5.1.1 Determine Personnel Commission Meeting schedule

6.0 BUDGET REPORT

7.0 SUPERINTENDENTS REPORT

8.0 REVIEW TRAVEL CLAIM

9.0 ADJOURNMENT