

David W. Gordon
Superintendent

SACRAMENTO COUNTY OFFICE OF EDUCATION PERSONNEL COMMISSION

BOARD OF EDUCATION

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Vice President

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John C. Scribner

DATE: **February 14, 2012**

TIME: **4:30 p.m.**

PLACE: Sacramento County Office of Education
10530 Mather Boulevard
Clellan "Cy" Young Building
Downstairs Conference Room

NOTICE: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the reception desk of the Sacramento County Office of Education, located at 10530 Mather Boulevard, Mather, CA.

PERSONNEL COMMISSION

Christine Robinson,
Chairperson

Helena Hurst

Earl Walker

A. Call to Order

B. Public Comments

Anyone may address the Commission regarding any item that is within the Commission's subject matter jurisdiction. However, the Commission may not take action on any item which is not on this agenda except as authorized by Government Code Section 54954.2.

Anyone may appear at the Commission meeting to testify in support of or opposition to any item being presented to the Commission for consideration. If possible, please notify the Commission Chair or Commission Secretary in writing prior to the meeting if you wish to testify.

C. Approval of the Minutes of the Meeting of January 10, 2012

D. New Business

1. Program Overview – Outreach and Technical Assistance Network (OTAN)
2. Approval of Revisions to the Job Descriptions for the Following Positions as Result of Job Study:
 - (a) Management Information Systems Specialist – Special Education



- (b) Management Information Systems Specialist – Technology Applications
- (c) Senior Management Information Systems Specialist – Technology Applications

E. Reports

- 1. Board Liaison
- 2. Commissioners
- 3. Director/Department

F. Correspondence

G. Items for Next Meeting on March 13, 2012

H. Adjournment