

SACRAMENTO COUNTY OFFICE OF EDUCATION
PERSONNEL COMMISSION

DATE: **May 11, 2004**

TIME: **5:30 p.m.**

PLACE: Sacramento County Office of Education
 10530 Mather Boulevard
 Support Services Building
 Downstairs Conference Room

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 April 13, 2004

D. Correspondence

E. New Business

1. Approval of Job Description for the Following Position:
 - (a) Coordinator, Distance Education and Media

F. Old Business

1. Approval of Job Description for Registrar
2. Consideration of Retroactive Increase for Sly Park Custodian and Maintenance Staff Stipend

G. Reports

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

H. Suggested Agenda Items for Next Meeting

I. Closed Session Pursuant to Government Code 54957: Public Employee Employment: Position -- Director I, Human Resources - Approx. Time 6:15 p.m.

1. Announcement of Closed Session Item: Public Employee Employment: Position - Director I, Human Resources
2. Recess to Closed Session
3. Reconvene in Open Session and Announce Closed Session Items

J. Adjournment