

David W. Gordon  
Superintendent

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SACRAMENTO COUNTY OFFICE OF EDUCATION  
**PERSONNEL COMMISSION**  
**Special Meeting**

BOARD OF EDUCATION

Gretchen C. Bender  
President

John C. Scribner  
Vice President

Brian Cooley

Victoria L. Deane

Harold Fong

Greg Geeting

Christopher W. Woods

DATE: **January 6, 2009**

TIME: **5:00 p.m.**

PLACE: Sacramento County Office of Education  
10530 Mather Boulevard  
Support Services 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.*

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. New Business

1. Approval of New Job Description for the Following Position and Establishment of Recruitment Process:
  - (a) Sacramento Community Based Coalition (SCBC) Assistant
2. Creation of Eligibility List per Commission Rule 5.12

D. Adjournment

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**PERSONNEL COMMISSION**

**Christine Robinson,**  
Chairperson

**Helena Hurst**

**Earl Walker**

