

## PERSONNEL COMMISSION RULES &amp; REGULATIONS

## 20.300 PCRR

**20.300** Commission Employees**20.300.1** Status of Commission Employees

The Director of Classified Personnel and other persons required to carry out the responsibilities of the Commission shall be employees of the Personnel Commission. They shall be considered part of the classified service, and the rules, procedures, benefits and burdens pertinent to the classified service shall apply to commission employees, except as the commission may specifically direct. (*Education Code 45264*)

In regard to the application of these rules and regulations to members of the Commission staff, the term "Governing Board" shall be construed to mean the Personnel Commission; therefore, rights vested or reserved to the Board of Trustees relative to its employees shall be vested in the Commission relative to Personnel Commission and directing Commission staff, the rights and responsibilities of the Director of Classified Personnel shall be the same as those accorded the Superintendent.

The Director of Classified Personnel, a classified management position, is subject to the rules, procedures, benefits, and burdens of other management classifications and to disciplinary action as directed by the Personnel Commission.

**20.300.2** General Duties of the Director of Classified Personnel

- A. The Director of Classified Personnel shall perform all of the duties and carry out all of the functions imposed upon him/her by law and these rules. He/she shall act as secretary to the Personnel Commission and shall issue and receive all notifications on its behalf. He/she shall direct and supervise the employees of the Commission and conduct administrative transactions consistent with the law and necessary to the proper functioning of the office and staff of the Commission.
- B. The Director of Classified Personnel shall conduct classification, salary, and rules studies, and shall make such other investigations as directed by the Commission or as he/she deems necessary to his/her responsibilities. He/she may be designated as a hearing officer in accordance with *Education Code 45312*.
- C. In cases where two or more rules appear to be in conflict, or when no rule provides a clear-cut answer to a problem, the matter shall be decided by the Director of Classified Personnel, subject to the review of the Commission. (*Education Code 45266*)

Oxnard School District  
Personnel Commission Rules and Regulations  
Adopted: October 23, 1968  
20.300.1 Revised: June, 1973  
20.300.2 Revised: December 17, 1998

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