

Berkeley Unified School District

Transportation Conference Room

1314 7th St

Berkeley, CA 94710

Personnel Commission

Dan F. Lee, Chairperson

Ann Aoyagi, Vice-Chairperson

Timothy Carter, Commissioner

Randy Perez, Secretary

Meeting Agenda

November 15, 2012 4:00pm

1. **Call to Order** Chairperson Lee
2. **Roll Call & Establishment of Quorum** Secretary Perez
3. **Closed Session (4:00pm – 4:30pm)**
Personnel Commission matter
4. **Report from Closed Session** Chairperson Lee
5. **Public Comments (15 minute limit)** Public
This is an opportunity for the public to comment on Personnel Commission business not on the agenda. The time limit is five minutes per individual and a total of fifteen minutes per subject. No action can be taken by the Commission.
6. **Approval & Adoption of Agenda** Chairperson Lee
7. **Consent Items** Chairperson Lee
Ratification of Eligibility Lists
 - a) Administrative Coordinator p. 3
 - b) Instructional Technician p. 4
 - c) Program Assistant p. 5
 - d) Senior Food Service Assistant p. 6
8. **Approval of Minutes** Chairperson Lee
Approve October 12, 2012 Meeting Minutes p. 7-9
9. **Information Items**
 - a) Examinations administered in the month of October p. 10
 - b) New hires processed in the month of October p. 10
10. **Old Business**
 - a) Investigation into contract with Playworks at LeConte and the impact to Mr. Miles Valentino
 - b) Investigation into leave exhaustion and termination date of Ms. Wanda McAfee
 - c) Investigation into the District's past practice of dealing with probationary employees during layoff
11. **Reports**
 - a) Union Union Representatives
 - b) Commissioners Reports Commissioners
 - c) Personnel Director Secretary Perez
 - i. Classification and Compensation Study
12. **Public Comments (15 minute limit)** Public
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November 15, 2012 Personnel Commission Meeting Agenda (continued)

13. Next Meeting

Chairperson Lee

Follow up items for next Personnel Commission Meeting

14. Adjournment

Chairperson Lee