

Berkeley Unified School District

2020 Bonar St, Room 126

Berkeley, CA 94703

Personnel Commission

Ann Aoyagi, Chairperson

Timothy Carter, Vice-Chairperson

Dan F. Lee, Commissioner

Randy Perez, Secretary

Meeting Agenda

May 2, 2013 5:30pm

- 1. Call to Order** **Vice-Chair Carter**
- 2. Roll Call & Establishment of Quorum** **Secretary Perez**
- 3. 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.
- 4. Approval & Adoption of Agenda** **Vice-Chair Carter**
- 5. Approval of Minutes** **Vice-Chair Carter**

Approve minutes for April 11, 2013 Personnel Commission Meeting (p. 2-5)
- 6. Consent Items** **Vice-Chair Carter**

Ratification of Eligibility Lists

 - a) Instructional Assistant, Early Childhood Education (p. 6)
 - b) Instructional Assistant, Special Education, Attendant (p. 7)
 - c) School Safety Officer (p. 8)
 - d) Accounting Technician (p. 9)
 - e) Buyer (p. 10)
 - f) Delivery Driver (p. 11)
- 7. Discussion Items**

These items are open for discussion and do not require action.

 - a) Personnel Commission Budget for Fiscal Years 11-12, 12-13 & 13-14 (p. 12 – 14)
 - b) Provisional Opportunities for Internal Employees (from prior meeting)
- 8. Information Items** **Secretary Perez**
 - a) Examinations administered in the month of March p. 15
 - b) New hires processed in the month of March p. 15
- 9. Reports**
 - a) Union **Union Representatives**
 - b) Commissioners Reports **Commissioners**
 - c) Personnel Director **Secretary Perez**
 - i. Classification and Compensation Study
 - ii. Update on School Safety Officer examination
 - iii. Classified Recognition and District Retirement Events
- 10. Public Comments (15 minute limit)** **Public**

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- 11. Next Meeting** **Vice-Chair Carter**
- 12. Adjournment** **Vice-Chair Carter**