

Berkeley Unified School District

2020 Bonar Street, Technology Lab, Room 126

Berkeley, CA 94702

Personnel Commission

Ann Aoyagi, Chairperson

Timothy Carter, Vice-Chairperson

Dan F. Lee, Commissioner

Randy Perez, Secretary

Meeting Agenda

December 5, 2013 4:00pm

- 1. **Call to Order** **Chairperson Aoyagi**
- 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** **Chairperson Aoyagi**
- 5. **Conference Items** **Chairperson Aoyagi**
 This item is presented for discussion and action, and may have been reviewed at a previous meeting.
 - a) **Selection of the Personnel Commission Chairperson for the 2014 Calendar Year**
 A motion will be made to select the Personnel Commission Chairperson to chair Commission meetings for the 2014 calendar year.
 - b) **Approve the Personnel Commission meeting dates for the 2014 calendar Year p. 3**
- 6. **Approval of Minutes**
 - a) Approve Meeting Minutes for the following dates:
 - i. October 24, 2013 p. 4
 - ii. October 29, 2013 p. 5
 - iii. October 30, 2013 p. 6-7
 - iv. November 7, 2013 p. 8-10
- 7. **Consent Items**
 Ratification of Eligibility Lists
 - a) Educational Occupational Therapist p. 11
 - b) Library Media Technician, Middle p. 12
 - c) Instructional Assistant, Early Childhood Education p. 13
 - d) Secretary p. 14
- 8. **Information Items** **Secretary Perez**
 - a) Examinations administered in the month of October p. 15
 - b) New Hires/New Assignments processed in the month of October 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 Neogov

10. Public Comments (15 minute limit)

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11. Next Meeting

Follow up items for next Personnel Commission Meeting

12. Adjournment