

Berkeley Unified School District

2020 Bonar Street, Technology Lab, Room 126
Berkeley, CA 94702

Personnel Commission

Timothy Carter, Chairperson Ann Aoyagi, Vice-Chairperson Dan F. Lee, Commissioner
Randy Perez, Secretary

Meeting Agenda

May 1, 2014 4:30 pm

1. Call to Order **Chairperson 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 **Chairperson Carter**

5. Appeal from Rejection (15 minutes) **Chairperson Carter**
The Commission will hear an appeal from an applicant that was screened out from participating in an examination for the Sous Chef classification.

6. Consent Items
Ratification of Eligibility Lists
a) Instructional Technician p. 3
b) General Maintenance Worker p. 4
c) Grounds Gardener p. 5
d) Instructional Assistant, Early Childhood Education p. 6
e) Instructional Assistant, Special Ed, Attendant p. 7
f) School Bus Driver p. 8
g) Custodian II p. 9

7. Conference Items **Chairperson Carter**
These items are presented for discussion and action, and may have been reviewed at a previous meeting.
a) Compensation Report – Salary Range Recommendation Attachment A
Copies of the Salary Survey Detail will be presented at the Personnel Commission meeting.
b) Minimum Passing Score for Examinations & Awarding of Seniority Points: The Commission will hold a discussion on defining the passing score for examinations, as well as the awarding of seniority points to internal candidates. Action may be taken on this item.

8. Old Business
These items are carried over from the previous Personnel Commission meeting. Action may be taken on any of these items.
a) Promotional & Open Eligibility Lists: The Commission requested that Secretary Perez obtain a legal opinion on the matter of placing internal employees on eligibility lists.

9. Information Item **Secretary Perez**
a) Examinations administered in the month of February p. 10
b) New Hires/New Assignments processed in the month of February p. 10

(Personnel Commission, May 1, 2014 Meeting Agenda - Continued)

10. Discussion Item: Proposed Personnel Commission Budget for Fiscal Year 2014-2015 Attachment B

11. Reports

- a) Union **Union Representatives**
- b) Commissioners Reports **Commissioners**
- c) Personnel Director **Secretary Perez**
 - I. Classification and Compensation Study
 - II. Update on Neogov

12. Public Comments (15 minute limit)

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13. Next Meeting

Follow up items for next Personnel Commission Meeting

14. Adjournment