

Berkeley Unified School District
Personnel Commission Meeting Minutes

September 3, 2015 - 4:30 pm

1. Call to Order

The meeting was called to order at 4:35p.m.

2. Roll Call & Establishment of Quorum

Chairperson Aoyagi and Vice-Chairperson Ortiz were present and a quorum was established. Commissioner Carter was absent for this meeting.

3. Public Comments

None.

4. Closed Session

a) **Performance Evaluation of the Director, Classified Personnel**

The Personnel Commission went into closed session to discuss the performance evaluation for the Personnel Director.

5. Report from Closed Session

Chairperson Aoyagi commented that the evaluation was completed for the Personnel Director.

6. Approval & Adoption of Agenda

Approved, 2-0

7. Meeting Minutes

a) July 2, 2015 p. 3 – 5

Approved, 2-0

b) August 12, 2015 p. 6 – 8

Approved, 2-0

8. Consent Items

Ratification of Eligibility Lists

a) Instructional Assistant, Special Education, Attendant p. 9

b) Technology Services Supervisor p. 10

c) Microcomputer Technician p. 11

d) Family Engagement and Equity Supervisor p. 12

e) Student Body Account Technician p. 13

Approved, 2-0

9. Conference Item

a) Request to update Merit Rule 70.100.7 (B) regarding language differential- Chairperson Aoyagi commented that considering the legal opinion provided, it is not in the Personnel Commission's purview to set a differential compensation.

A motion was made to amend Merit Rule 70.100.7 (B).

Denied, 2-0

b) Chairperson Aoyagi read an official letter on behalf of the Personnel Commission to the Board of Education recommending that the Board increase the differential compensation provided to employees who are required to utilize bilingual skills in their work.

A motion was made to accept and submit the recommendation to the Board of Education.

Approved, 2-0

10. Reports

a) Union

None.

b) Commissioners' Reports

None.

c) Personnel Director

Secretary Perez commented that the Personnel Coordinator will be attending a NeoGov training in October to learn more about NeoGov's functionality and technical capacity.

11. Public Comments

Dan Lee, former Commissioner, commented that he would like to suggest updating the Merit Rules to increase the stipend amount for the Chairperson.

12. Next Meeting

The following meeting will be October 1st, 2015.

13. Adjournment

The meeting was adjourned at 5:21p.m.

Respectfully Submitted,

Randy Perez
Secretary to the Personnel Commission

Date

Approved,

Ann Aoyagi
Chairperson, Personnel Commission

Date