

Berkeley Unified School District
2020 Bonar Street, The Tech Lab, Room 126
Berkeley, CA 94702

Reynaldo Ortiz, Chairperson **Timothy Carter, Vice-chairperson** **Heidi Goldstein, Commissioner**
Randy Perez, Secretary

Meeting Agenda

September 1, 2016 - 4:30 pm

1. **Call to Order** **Chairperson Ortiz**
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 Ortiz**
5. **Approval of Meeting Minutes** **Chairperson Ortiz**

Approve the Personnel Commission Meeting Minutes for the following:

 - a) July 15, 2016 p. 3 – 5 (as amended from August 4th meeting)
 - b) August 4, 2016 p. 6 – 8
 - c) August 18, 2016 p. 9
6. **Consent Items** **Chairperson Ortiz**

Ratification of Eligibility Lists

 - a) Instructional Technician, Cooking p. 10
 - b) Instructional Specialist (Garden) p. 11
 - c) Nutrition Services Satellite Operator I p. 12
 - d) Instructional Assistant II, Special Education p. 13
 - e) Instructional Technician, Before and After School Program p. 14
 - f) Administrative Assistant II p. 15
 - g) Human Resources Technician p. 16
 - h) Instructional Assistant, ECE p. 17
7. **Discussion Items**

This item is presented for discussion only and may be carried over from a prior meeting. No action will be taken on this item at this time.

 - a) The Personnel Commission will enter discussion regarding conducting meetings in as efficient a manner as possible and in accordance with the Brown Act.
8. **Conference Items** **Chairperson Ortiz**

This item is presented for discussion and action and is carried over from a previous meeting.

 - a) Agenda Item Request: Marie Ferguson
 - b) Noon Supervisor Classification - The Personnel Commission will discuss Education Code § 45103 as it relates to the noon supervisor classification and the classified service of the District.
 - c) Request to approve eligibility lists with newly approved classification study titles (A – G)

9. Reports

a) Union

Union Representatives

b) Commissioners Reports

Commissioners

c) Personnel Director

Secretary Perez

i. New Hires and Examinations administered in the month of August p. 18

10. Public Comments (15 minute limit)

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11. Next Meeting

Chairperson Ortiz

Follow up items for next Personnel Commission Meeting

12. Adjournment

Chairperson Ortiz