

Berkeley Unified School District
Personnel Commission Special Meeting Minutes

September 29, 2016 – 10:00 a.m.

1. Call to Order

The meeting was called to order at 10:01 a.m.

2. Roll Call & Establishment of Quorum

Chairperson Ortiz, Vice Chairperson Carter and Commissioner Goldstein were present and a quorum was established.

3. Public Comment

None

4. Approval & Adoption of Agenda

Approved, 3-0

5. Personnel Matter

Secretary Perez commented that George Cole, CSPCA Executive Director, volunteered to assist in placing the Interim Classified Director. The Interim Classified Director will handle business as it relates to the Commission and the meetings. Commissioner Goldstein handed out a copy of the BUSD organizational chart for review. Commissioner Goldstein requested an older and a current job description for the Classified Personnel Director. Secretary Perez said that he will email copies of the job description to the Commissioners. Commissioner Goldstein agreed to vet the Interim Director. Commissioner Goldstein requested a copy of Secretary Perez's employment offer letter.

Commissioner Goldstein made a motion to engage George Cole to find the Interim Director,

Approved, 3-0.

Commissioner Carter made a motion to change the next regular meeting to 10/13,

Approved, 3-0.

Commissioner Carter made a motion to create committee to vet the Interim Director,

Approved, 3-0.

Commissioner Carter made a motion to have Commissioner Goldstein chair that committee,

Approved 3-0.

6. Public Comment

Javetta Cleveland, Berkeley Unified School District Deputy Superintendent, asked the commission to move quickly to get an Interim Director.

7. Adjournment

Meeting adjourned at 10:59 a.m.

Respectfully Submitted,

Erin Arinez
Classified Personnel Supervisor, Personnel Commission

Date

Approved,

Reynaldo Ortiz
Chairperson, Personnel Commission

Date