

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

Personnel Commission

Heidi Goldstein, Chairperson

Dr. Reynaldo Ortiz, Vice-Chairperson
Patricia Duwel, Secretary

Tim Carter, Member

Meeting Agenda

January 9, 2018 – 4:30 pm

Location: District Boardroom

1. **Call to Order** **Chairperson Goldstein**

2. **Roll Call & Establishment of Quorum** **Secretary Duwel**

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 Goldstein**

5. **Approval of Meeting Minutes** **Chairperson Goldstein**
Approve the Personnel Commission Meeting Minutes for the following:
 - a) December 7, 2017, Regular Meeting Minutes

6. **Consent Items** **Chairperson Goldstein**
It is recommended that the Personnel Commission consider approving a number of agenda items as a Consent list. Consent items are routine in nature, and can be enacted in one motion without further discussion. This procedure conserves meeting time for a full discussion of significant issues.

Ratification of Eligibility Lists
 - a) After School Program Specialist
 - b) Instructional Tech- Before and After School
 - c) Restorative Justice Coordinator
 - d) Student Welfare and Attendance Specialist

7. **Conference Items** **Chairperson Goldstein**
These items are presented for discussion and action and may be carried over from a previous meeting.
 - a) Establishment of a New Classification- African American Success Manager, **Attachment A**
 - b) Desk Audit- School Administrative Assistant II, **Attachment B**
 - c) Agenda Item Request – M. Ferguson, **Attachment C**

- 8. Closed Session (2 matters)** **Chairperson Goldstein**
 - a) Employee Discipline and Legal Matters - Government Code § 54954.5 (2017-D-01) (2017-D-02)
 - b) Performance Evaluation of the Director, Classified Personnel

- 9. Report from Closed Session** **Chairperson Goldstein**

- 10. Reports**
 - a) Union **Union Representatives**
 - b) District Reports **District Representatives**
 - c) Commissioners Reports **Commissioners**
 - d) Personnel Director **Secretary Duwel**
 - i. New Hires and Examinations administered in the month of December

- 11. Public Comments (15 minute limit)** **Public**

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- 12. Next Meeting** **Chairperson Goldstein**

Follow up items for next Personnel Commission Meeting.

 - a) Agenda Item Request – J. Greco

- 13. Adjournment** **Chairperson Goldstein**