

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, Commissioner

Meeting Agenda

August 2nd, 2018 – 4:30 pm

- 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) July 12, 2018, Regular Meeting Minutes, p. 2-5
- 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) Director, Fiscal Services, p. 6
 - b) Educational Occupational Therapist, p. 7
 - c) Instructional Assistant II, SPED, p. 8
 - d) Instructional Tech- Before & After School, p. 9
 - e) School Safety Officer, p.10
- 7. Reports** **Union Representatives**
District Representatives
Commissioners
Secretary Duwel
 - a) Union
 - b) District Reports
 - c) Commissioners Reports
 - d) Personnel Director
 - i. New Hires and Examinations administered in the month of July, p. 11
- 8. Conference Items** **Chairperson Goldstein**
These items are presented for discussion and action and may be carried over from a previous meeting.
 - a) Advance Step Placement Request – E. Estrada, **Attachment A**
 - b) Request for Extension of Eligibility List- Lead Maintenance Engineer, **Attachment B**
- 9. Closed Session (2 matters)** **Chairperson Goldstein**
 - a) Employee Discipline and Legal Matters - Government Code § 54954.5
(2017-D-01) (2017-D-02)(2018-D-01)
- 10. Report from Closed Session** **Chairperson Goldstein**
- 11. Public Comments (15-minute limit)** **Public**
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- 12. Next Meeting** **Chairperson Goldstein**
Follow up items for next Personnel Commission Meeting.
- 13. Adjournment** **Chairperson Goldstein**

Agendas and minutes of Personnel Commission meeting are available at the District's website, www.berkeleyschools.net. Also, in accordance with the Brown Act and Government Code § 54957.5 (b)(1), writings that are related to an agenda item for an open session of a regular meeting, that are public records not otherwise exempt from disclosure and that are distributed less than 72 hours prior to the meeting, shall be made available for public inspection at the time the writings are distributed to at least the majority of Commissioners. The public may request copies of the records at the District's Human Resources office at 2020 Bonar Street, Berkeley, CA 94702.