

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

Personnel Commission

Dr. Reynaldo Ortiz, Chairperson

Mr. Timothy Carter, Vice-Chairperson
Patricia Duwel, Secretary

Ms. Heidi Goldstein, Commissioner

Meeting Agenda

January 10, 2019 – 4:30 pm

- 1. Call to Order** **Chairperson Ortiz**
- 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 shall 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) December 6th, Regular Meeting Minutes, p. 2 – 6
- 6. Consent Items** **Chairperson Ortiz**

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) Behavioral Intervention Specialist, p. 7
 - b) Instructional Technician, Cooking, p. 8
 - c) Nutrition Services Assistant, p. 9
 - d) School Administrative Assistant, ECE, p. 10
- 7. 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 2018, p. 11
- 8. Conference Items** **Chairperson Ortiz**

These items are presented for discussion and action and may be carried over from a previous meeting.

 - a) Agenda Item Request – M. Ferguson, **Attachment A**
 - b) Request to Extend Eligibility List – Student Welfare and Attendance Specialist, **Attachment B**
- 9. Closed Session (1 matter)** **Chairperson Ortiz**
 - a) Employee Discipline and Legal Matters - Government Code § 54954. (2018-D-02) (2015-D-xx)
- 10. Report from Closed Session** **Chairperson Ortiz**
- 11. Public Comments (15-minute limit)** **Public**

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- 12. Next Meeting** **Chairperson Ortiz**

Follow up items for next Personnel Commission Meeting.
- 13. Adjournment** **Chairperson Ortiz**