

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
Kimberle Sanders, Secretary

Ms. Heidi Goldstein, Commissioner

Meeting Agenda

January 9th 2019 – 4:30 pm

- 1. **Call to Order** **Chairperson Ortiz**
- 2. **Roll Call & Establishment of Quorum** **Secretary Sanders**
- 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 2nd, 2019, Special Meeting Minutes, p. 2 - 3
 - b) December 5th, 2019, Regular Meeting Minutes, p. 4 - 7
- 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.
Ratification of Eligibility Lists
 - a) Budget Analyst II, Confidential, p. 8
 - b) High School Custodial Supervisor, p. 9
 - c) Nutrition Services Assistant, p. 10
 - d) School Bus Driver, p. 11
 - e) School Campus Aide, p. 12
- 7. **Reports** **Union Representatives**
District Representatives
Commissioners
Secretary Sanders
 - a) Union
 - b) District Reports
 - c) Commissioners Reports
 - d) Personnel Director
 - i. New Hires and Examinations administered in the month of December 2019, p. 13
- 8. **Conference Items** **Chairperson Ortiz**
These items are presented for discussion and action and may be carried over from a previous meeting.
 - a) Election of Personnel Commission Chairperson and Vice-Chairperson
Pursuant to Merit Rule 20.100.2, the Personnel Commission will elect a Chairperson and Vice-Chairperson to serve for the 2020 calendar year.

Chairperson _____ M _____ S _____ V _____

Vice-Chairperson _____ M _____ S _____ V _____
- 9. **Closed Session (1 matter)** **Chairperson Ortiz**
 - a) Public Employment - Government Code § 54957 (b)(1)
- 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**

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.