

Berkeley Unified School District
Personnel Commission Special Meeting Minutes

December 29th, 2020 – 2:00 pm

1. Call to Order

The meeting was conducted via Zoom meeting # 872 2344 1898 and was called to order at 2:00 pm.

2. Roll Call & Establishment of Quorum

Chairperson Goldstein and Vice-Chairperson Roter were present, and a quorum was established.

3. Public Comments

Paula Phillips, Classified Personnel Development Coordinator, said that in her former role as BCCE Secretary, she represented an employee with several payroll issues that were still un resolved and expressed her wish that these open issues be brought to closure. She also advised that she had submitted a request for the Personnel Commission to extend the Classified Director eligibility list which expired on December 4th, 2020.

Superintendent Brent Stephens expressed his support for the advanced salary placement request for the Director of Technology candidate.

4. Approval & Adoption of Agenda

Vice-Chairperson Roter made a motion to approve the meeting agenda; Chairperson Goldstein seconded the motion,

Approved, 2-0

5. Closed Session

a) Public Employment - Government Code § 54954.5

The Personnel Commission went into closed session at 2:05 pm. They discussed recruitment for the Director, Classified Personnel.

6. Report from Closed Session

The Personnel Commission came out of closed session at 2:56 pm. Chairperson Goldstein reported that an Interim Classified Director was selected to support daily operations and to oversee the Classified Director position recruitment. The Interim Classified Director, Philip Gordillo, would be engaged under contract to begin work on a part time basis as soon as practicable through not later than June 30, 2021.

7. Conference Items

a) Request to Extend Eligibility List- Director, Classified Personnel

Chairperson Goldstein said the list expired on December 4th of 2021, and, since the Commission had not extended the list, there was no need to make a motion on this item.

b) Request for Advance Step Salary Placement – M. Eissler

Secretary Arinez said that Mr. Eissler requested an advanced salary placement based on his over thirty years of school technology experience, including several years in management positions. He is currently the Technology Director at Dublin Unified School District. Pauline Follansbee, the Assistant Superintendent of Business Services, also expressed her support for the advanced salary placement; and said that the District is fortunate to have Mr. Eissler as a candidate.

Mr. Eissler thanked everyone for their support; he mentioned that despite the fact that the step 5 placement in BUSD would be a salary cut for him, he believed Berkeley was an excellent fit for his current circumstances. He said his extensive experience and knowledge in the role at school districts make him a qualified candidate. Jay Nitzsche, current Technology Director, said he had been acquainted with Mr. Eissler as a fellow Technology Director for over ten years and supported the request for advanced salary placement. Vice-Chairperson Roter noted that he reviewed Mr. Eissler's request and resume and believed Mr. Eissler possessed a tremendous amount of relevant experience.

Chairperson Goldstein made a motion to approve the request for advanced salary placement at Step 5; Vice-Chairperson Roter seconded the motion,
Approved, 2-0

c) Request for Advance Step Salary Placement – E. Karam

Secretary Arinez reported that she received a request from Ms. Karam for an advanced salary placement at Step 2. She noted that Ms. Karam has extensive education and training associated with the Fiscal Services Director role. She also has over 15 years of business services work experience in a school district setting. Ms. Karam has been employed as a Budget Analyst II in BUSD for more than eleven years and has worked out of classification for the last two years, serving currently as the BUSD the interim Fiscal Services Director. Ms. Follansbee expressed her support for this request; adding that she has relied on Ms. Karam for many years in the business services department and hopes they can continue to work closely together for more years to come. Ms. Karam expressed her appreciation of the recommendations; and noted she has been trained for tasks beyond her current role and is excited to work with others across departments, which she believes to be crucial for success in the business services department. Chairperson Goldstein commented that Ms. Karam's continuity and knowledge in the role stand out. Vice-Chairperson Roter noted he had served as a member of the District's audit team and has personally experienced Ms. Karam's contributions to the District and said she has been a tremendous help to Business Services, particularly when last-minute presentation reports had to be produced for meetings. He expressed support for this request as well.

Vice-Chairperson Roter made a motion to approve Ms. Karam's request for advanced salary placement at Step 2; Chairperson Goldstein seconded the motion,
Approved, 2-0

8. Public Comments

Chairperson Goldstein welcomed Philip Gordillo as the interim Classified Director in his limited term role. She noted that he had a wealth of knowledge and experience to help the Commission bring great talent to the recruitment process for the leadership role.

Mr. Gordillo thanked the Commission and the Superintendent for their warm welcome and said he looked forward to working with them.

9. Next Meeting

The next regular Personnel Commission meeting will be held on January 14th, 2021, at 4:30 pm via Zoom.

10. Adjournment

The meeting was adjourned at 3:11 pm.

Respectfully Submitted,

Erin Arinez

Erin Arinez
Acting Secretary, Personnel Commission

Approved,

Heidi Goldstein

Heidi Goldstein
Chairperson, Personnel Commission

02/01/2021

Date

02/04/2021

Date