

Berkeley Unified School District

The Personnel Commission will attend the meeting virtually.

Personnel Commission

Heidi Goldstein, Chairperson

Isaiah Roter, Vice-Chairperson
Philip J. Gordillo, Secretary

Timothy Davis, Commissioner

Meeting Agenda

April 1st, 2021 – 4:30 pm

1. **Call to Order** **Chairperson Goldstein**
2. **Roll Call & Establishment of Quorum** **Secretary Gordillo**
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 Goldstein**
5. **Approval of Meeting Minutes** **Chairperson Goldstein**

Approve the Personnel Commission Meeting Minutes for the following:

 - a) March 4th, 2021, Regular Meeting Minutes, p. 2 - 5
6. **Reports** **Union Representatives**
 - a) Union **District Representatives**
 - b) District Reports **Commissioners**
 - c) Commissioners Reports **Secretary Gordillo**
 - d) Personnel Director **Secretary Gordillo**
 - i. New Hires and Examinations administered in the month of March, 2021, p. 6
7. **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.

Ratification of Eligibility Lists

 - a) After School Program Supervisor, p. 7
 - b) Facilities Security Officer, p. 8
 - c) Instructional Assistant, ECE, p. 9
 - d) Instructional Assistant II, SPED, p. 10
 - e) Nutrition Services Assistant, p. 11
 - f) Nutrition Services Satellite Operator I, p.12
 - g) Telecommunications/Electronics Specialist, p.13
8. **Conference Items** **Chairperson Goldstein**

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

 - a) Establishment of New Classification, Payroll and Benefits Manager, **Attachment A**
 - b) Establishment of New Classification, Sustainability Program Coordinator, **Attachment B**
 - c) Revisions to Nutrition Services Satellite Operator I Minimum Qualifications, **Attachment C**
 - d) 2021-2022 Personnel Commission Draft Budget, *First Reading*, **Attachment D**
9. **Closed Session (1 matter)** **Chairperson Goldstein**
 - a) Public Employment - Government Code § 54954.5
The Personnel Commission will meet to discuss the revisions to the classification, and recruitment for the Director, Classified Personnel.
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**