

Berkeley Unified School District

The Personnel Commission will attend the meeting virtually.

Personnel Commission

Heidi Goldstein, Chairperson

Timothy Davis, Vice-Chairperson
Charlie Castillo, Secretary

Isaiah Roter, Commissioner

Meeting Agenda

June 2nd, 2022 – 4:30 pm

- 1. Call to Order** **Chairperson Goldstein**
- 2. Roll Call & Establishment of Quorum** **Secretary Castillo**
- 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. Reports** **Union Representatives**
 - a) Union **District Representatives**
 - b) District Reports **Commissioners**
 - c) Commissioners Reports **Secretary Castillo**
 - d) Personnel Director **Secretary Castillo**

New Hires and Examinations administered in the month of May 2022, p. 2
- 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.

Ratification of Eligibility Lists

 - a) After School Program Specialist, p. 3
 - b) Cook, p. 4
 - c) Custodian I, p. 5
 - d) Custodian II, p. 6
 - e) Executive Assistant to the Board (Confidential), p. 7
 - f) Instructional Tech- BASP, p. 8
 - g) Nutrition Services Assistant, p. 9
 - h) Payroll Specialist, p. 10
 - i) Senior Workers Comp. Specialist, p.11
 - j) Student Assessment Specialist, p.12
- 7. Conference Item** **Chairperson Goldstein**

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

 - a) Request for Advanced Step Placement- T. St. John, **Attachment A**
 - b) Request to Extend Eligibility List- School Administrative Assistant III, **Attachment B**
 - c) Request for Reclassification- M. Ferguson, **Attachment C**
 - d) Request for Reclassification- P. Robinson, **Attachment D**
- 8. Closed Session** **Chairperson Goldstein**
 - a) Performance Evaluation of the Executive Director, Classified Personnel- Government Code § 54954.5(e)
The Personnel Commission will meet in a closed session to discuss the performance evaluation with the Executive Director, Classified Personnel.
- 9. Report from Closed Session** **Chairperson Goldstein**
- 10. Public Comments (15-minute limit)** **Public**

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- 11. Next Meeting** **Chairperson Goldstein**

Follow up items for next Personnel Commission Meeting.
- 12. 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.