

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

September 1st, 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. Approval of Meeting Minutes** **Chairperson Goldstein**

Approve the Personnel Commission Meeting Minutes for the following:

 - a) June 2nd, 2022, Regular Meeting Minutes. p. 2-6
 - b) June 15th, 2022, Special Meeting Minutes, p. 7
 - c) August 4th, 2022, Regular Meeting Minutes, p. 8-11
- 6. Reports**
 - a) Union **Union Representatives**
 - b) District Reports **District Representatives**
 - c) Commissioners Reports **Commissioners**
 - d) Personnel Director **Secretary Castillo**

New Hires and Examinations administered in the month of August 2022, p. 12
- 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) Communications Specialist, p. 13
 - b) Cook, p. 14
 - c) Human Resources Technician, p. 15
 - d) Instructional Assistant, ECE, p. 16
 - e) Lead Maintenance Engineer, p. 17
 - f) Library Media Technician, p. 18
 - g) Nutrition Services Assistant, p. 19
 - h) Nutrition Services Satellite Operator I, p. 20
 - i) Senior Human Resources Technician, p. 21
- 8. Conference Item**

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

 - a) Request for Salary Step Advance - T. Okuda, **Attachment A**
 - b) Request for Salary Step Advance – L. Reyna, **Attachment B**
 - c) Request for Reclassification- F. Offutt, **Attachment C**
 - d) Request for New Classification- Instructional Technology Technician, **Attachment D**
- 9. Public Comments (15-minute limit)** **Public**

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- 10. Next Meeting** **Chairperson Goldstein**

Follow up items for next Personnel Commission Meeting.
- 11. Adjournment** **Chairperson Goldstein**