

Berkeley Unified School District

The Board Room, 1231 Addison Street,
Berkeley CA 94702

Personnel Commission

Timothy Davis, Chairperson

Heidi Goldstein, Vice-Chairperson
Charlie Castillo, Secretary

Isaiah Roter, Commissioner

Meeting Agenda

April 13th, 2023 – 4:30 pm

- 1. Call to Order** **Chairperson Zenor-Davis**
- 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 Zenor-Davis**
- 5. Approval of Meeting Minutes** **Chairperson Zenor-Davis**

Approve the Personnel Commission Meeting Minutes for the following:

 - a) March 2, 2023, Regular Meeting Minutes, p. 2-7
 - b) March 13, 2023, Special Meeting Minutes, p. 8-10
- 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 March 2023, p. 11
 - e) Classification & Compensation Study **Secretary Castillo**
- 7. Consent Items** **Chairperson Zenor-Davis**

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 Site Coordinator p.12	f) Educational Occupational Therapist p.17
b) Clerical Assistant III p.13	g) Instructional Assistant, ECE p.18
c) Computer Technician I p.14	h) Nutrition Services Assistant p.29
d) Custodian I p.15	i) School Administrative Assistant II p.20
e) District Services Assistant p.16	
- 8. Conference Item** **Chairperson Zenor-Davis**

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

 - a) Step Advance Request - J. Le, **Attachment A**
 - b) Step Advance Request - S. Rush, **Attachment B**
 - c) Request for Reclassification - M. Bivins, **Attachment C**
 - d) 2023-24 Personnel Commission Budget- 1st Reading, **Attachment D**
 - e) 2023-24 Personnel Commission Meeting Dates, **Attachment E**
- 9. Discussion Item** **Chairperson Zenor-Davis**

This item is presented for discussion only and may be carried over from a prior meeting. No action will be taken on this item at this time.

 - a) District / Personnel Commission Communications re: Washington
- 10. Public Comments (15-minute limit)** **Public**

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- 11. Next Meeting** **Chairperson Zenor-Davis**

Follow-up items for the next Personnel Commission Meeting.
- 12. Adjournment** **Chairperson Zenor-Davis**