

**Berkeley Unified School District**

2020 Bonar St, Room 126

Berkeley, CA 94703

**Personnel Commission**

**Ann Aoyagi, Chairperson**

**Timothy Carter, Vice-Chairperson**

**Dan F. Lee, Commissioner**

**Randy Perez, Secretary**

**Meeting Agenda**

August 1, 2013 4:30pm

**1. Call to Order**

**Chairperson Aoyagi**

**2. Roll Call & Establishment of Quorum**

**Secretary Perez**

**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 can be

taken by the Commission

**5. Approval of Minutes**

**Chairperson Aoyagi**

*(Personnel Commission Meeting Agenda continued – 8/1/13)*

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 can be taken by the Commission.

**12. Next Meeting**

**Chairperson Aoyagi**

**13. Adjournment**

**Chairperson Aoyagi**

## Personnel Commission Meeting Minutes

July 11, 2013 4:30pm

**1. Call to Order**

The meeting was called to order at 4:34pm.

**2. Roll Call & Establishment of Quorum**

Chairperson Aoyagi, Vice-Chairperson Carter and Commissioner Lee were present and a quorum was established.

**3. Closed Session – Beginning at 4:30pm**

Public Employee Discipline: California Government Code § 54957 (2 matters)

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Closed session began at 4:35pm

**4. Report from Closed Session**

Regular session resumed at 5:04pm

The Personnel Commission voted to have a hearing officer hear the appeal for one employee and to hold a hearing

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for another employee.

**5. Public Comments (15 minute limit)**

Paula Phillips, President BCCF, commented that the union has concerns regarding the Memorandum of

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Understand (MOU) that the District and the Director of Classified employees agreed to at the last commission meeting. President Phillips stated that allowing the Classified Personnel Director to be involved in drafting contract language and disciplinary matters would prevent the Classified Personnel Director from being a

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Vice-Chairperson Carter requested that the Director of Classified Employees create a more defined, systematic method for allowing BCEE members to sit in provisional and limited term promotional positions. President Phillip

commented that the Personnel Commission is not ratifying limited-term positions, as per Merit Rule 60.300.1b. President Phillip also commented that in previous years, limited term positions were posted so that all members



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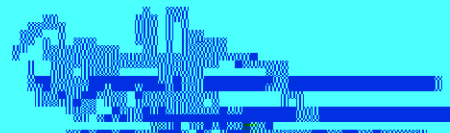
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**Examinations Administered in the Month of July:**

Classification-

Custodian I

~~Instructional Assistant ECE~~

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Instructional Specialist II, Art

Instructional Specialist, Dance

Instructional Technician

Maintenance Engineer, HVAC

Payroll Specialist

School Bus Driver

Site Coordinator, Family Engagement

**New Hires/New Assignments Processed in the Month of July:**

Name-

Hillary Ake

Tracy Maligalig

Classification-

Library Media Technician, Elementary

Instructional Assistant, Early Childhood Education



**Berkeley Unified School District  
Personnel Commission**

**TO:** Personnel Commission  
**FROM:** Randy Perez, Director, Classified Personnel  
**DATE:** July 29, 2013  
**SUBJECT:** Assign Employee David Siegel to the Classification of Instructional Technician

**Background Information**

classes not previously held, may be reclassified to vacant positions for which they qualify. The determination of eligibility for reclassification shall be made by the Personnel Commission.”

As a consequence of the 2012-2013 layoffs, Mr. Siegel was bumped out of the Instructional Specialist

**Berkeley Unified School District  
Personnel Commission**

**TO:** Personnel Commission  
**FROM:** Randy Perez, Director, Classified Personnel  
**DATE:** July 29, 2013

**SUBJECT:** Propose Employee Beth Ladzeko to the Classification of Instructional Specialist (Dance)

**Background Information**

The Instructional Specialist classification is a broad class the District utilizes to meet instructional support in several curricular areas. Ms. Ladzeko has held the Instructional Specialist II classification in

the office of Dance since August 27, 2012. As a consequence of the 2012-2013 layoffs, Ms. Ladzeko was