

Berkeley Unified School District  
Personnel Commission Meeting Minutes

October 1, 2015- 4:30pm

1. Call to Order

The meeting was called to order at 4:30 p.m.

2. Roll Call & Establishment of Quorum

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

3. Public Comments

None

4. Approval & Adoption of Agenda

Approved, 30

5. Meeting Minutes

Approve the Personnel Commission Meeting Minutes for the following:

a) September 3, 2015

Approved, 2-0 Commissioner Carter abstained from approving the minutes as he was absent for the September 3, 2015 meeting

6. Consent Items

Ratification of Eligibility Lists

a) Instructional Assistant

b) Administrative Coordinator

c) Instructional Technician

d) Senior Personnel Assistant

e)

8. Reports

a) Union

None.

b) Commissioners Reports

None.

c) Personnel Director

Secretary Perez commented that the annual CSPCA conference is scheduled for February. He also commented on the Personnel Commission's annual report. Chairperson's Aoyagi's term on the Personnel Commission is ending November 30 and he will work with the Communications Department to post the vacancy on the District's website. The Personnel Commission's annual report will also be presented in the November Personnel Commission meeting.

I. New Hires and Examinations administered in the month of September

9. Public Comments

None.

10. Next Meeting

The following special meetings will be held on October 9, at 4:00 p.m., and on October 13, at 4:30 p.m. The following regular meeting will be held on November 5<sup>th</sup>, at 4:30 p.m.

11. Adjournment

Meeting adjourned at 4:49 p.m.

Respectfully Submitted,

\_\_\_\_\_  
Randy Perez  
Secretary to the Personnel Commission

\_\_\_\_\_  
Date

Approved,

\_\_\_\_\_  
Ann Aoyagi  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date