

Personnel Commission Meeting Minutes

July 3, 2014 4:30PM

1. Call to Order

The meeting was called to order at 4:33pm.

2. Roll Call & Establishment of Quorum

Chairperson Carter, Vice-Chairperson Aguilar, and Commissioners Lee were present and a quorum was

established.

3. Public Comments (15 minute limit)

Daena Sattenwhite commented that she has requested that the current eligibility list for Custodian I be extended

Maintenance Engineer
Maintenance Technician
Manager, Plant Operations
Program Assistant

Site Coordinator, Family Engagement
Specialist, Data Integrity
Workers' Compensation Specialist

New Hires/New Assignments processed in the month of June, 2014

Haiqing Chen	Promotion	Library Media Tech, Secondary	BHS
Sandra Inouye	New Hire	Budget Analyst	Business Services
Sara Garcia	New Hire	School Safety Officer	BHS
Delia Lopez-Caloca	New Hire	Instructional Assistant, ECE	Hopkins
Susan Casillas	New Hire	Senior Records Clerk, Bilingual	King Middle

8. Reports

a) Union Report

Secretary Perez stated that as a cost saving measure, the Board has modified the vacation

policy for all employees.

The Board has approved

the following resolution:

Resolved, that

the Board has approved

ICM

ICM

Resolved, that

the Board has approved

ICM

Resolved, that

the Board has approved

1

1. Meals on Wheels

2. Meals on Wheels

3. Meals on Wheels

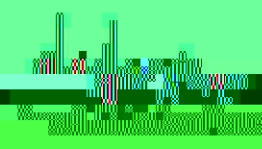
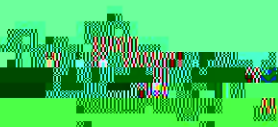
4. Meals on Wheels

5. Meals on Wheels

6. Meals on Wheels

7. Meals on Wheels

8



Redeemer Unified School District
Merit System

Eligibility List for : Custodian I
(Open)

Written Examination: June 20, 2014

Oral Evaluation: July 14, 2014

11 22 33 44 55 66 77 88 99 100 111 122 133 144 155 166 177 188 199 200 211 222 233 244 255 266 277 288 299 300 311 322 333 344 355 366 377 388 399 400 411 422 433 444 455 466 477 488 499 500 511 522 533 544 555 566 577 588 599 600 611 622 633 644 655 666 677 688 699 700 711 722 733 744 755 766 777 788 799 800 811 822 833 844 855 866 877 888 899 900 911 922 933 944 955 966 977 988 999 1000

Rank	Name	Score	Rank	Name	Score
1	101
2	102
3	103
4	104
5	105
6	106
7	107
8	108
9	109
10	110

11 22 33 44 55 66 77 88 99 100 111 122 133 144 155 166 177 188 199 200 211 222 233 244 255 266 277 288 299 300 311 322 333 344 355 366 377 388 399 400 411 422 433 444 455 466 477 488 499 500 511 522 533 544 555 566 577 588 599 600 611 622 633 644 655 666 677 688 699 700 711 722 733 744 755 766 777 788 799 800 811 822 833 844 855 866 877 888 899 900 911 922 933 944 955 966 977 988 999 1000

Rank	Name	Score	Rank	Name	Score
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3	103
4	104
5	105
6	106
7	107
8	108
9	109
10	110

11 22 33 44 55 66 77 88 99 100 111 122 133 144 155 166 177 188 199 200 211 222 233 244 255 266 277 288 299 300 311 322 333 344 355 366 377 388 399 400 411 422 433 444 455 466 477 488 499 500 511 522 533 544 555 566 577 588 599 600 611 622 633 644 655 666 677 688 699 700 711 722 733 744 755 766 777 788 799 800 811 822 833 844 855 866 877 888 899 900 911 922 933 944 955 966 977 988 999 1000

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San Francisco Unified School District

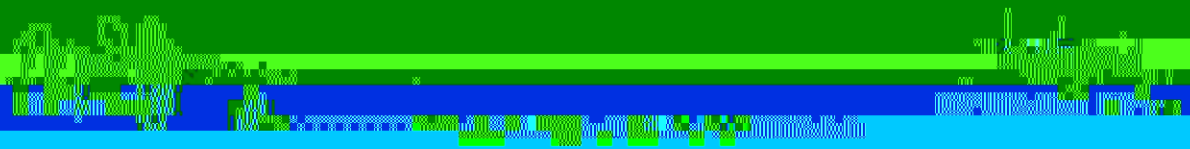
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San Francisco Unified School District

San Francisco Unified School District

San Francisco Unified School District

San Francisco Unified School District



San Francisco Unified School District

San Francisco Unified School District

San Francisco Unified School District

Berkeley Unified School District
Merit System

Eligibility List for :

Clerical Assistant II
(Open)

Written

10/15/2010 10:00 AM

10/15/2010 10:00 AM

10/15/2010 10:00 AM

10/15/2010 10:00 AM

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10/15/2010 10:00 AM
10/15/2010 10:00 AM
10/15/2010 10:00 AM

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10/15/2010 10:00 AM

10/15/2010 10:00 AM

10/15/2010 10:00 AM

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Gifted List Form



NAME: _____

DATE: _____

ADDRESS: _____

PHONE: _____

1. Parent/Guardian

2. Teacher

3. Principal

4. Student

5. Other

6. Parent

7. Teacher

8. Principal

9. Student

10. Other

11. Parent

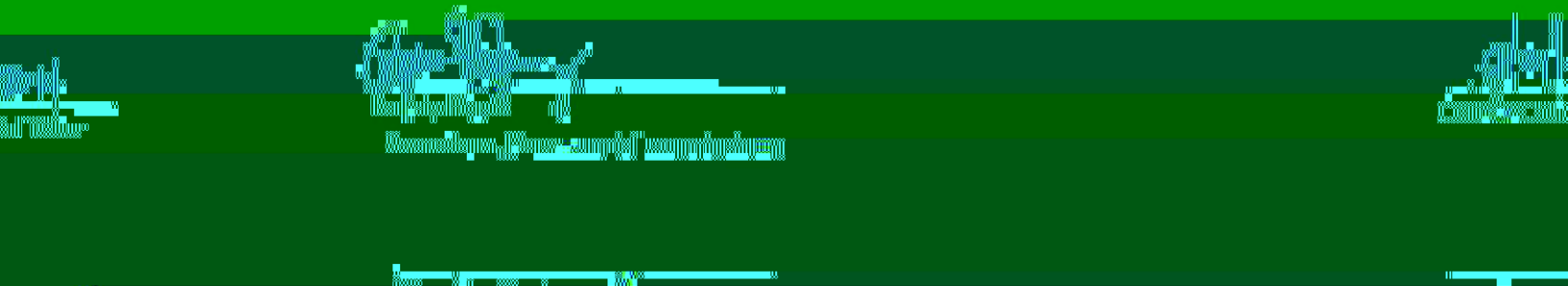
12. Teacher

13. Principal

14. Student

15. Other

16. Other



**Berkeley Unified School District
Personnel Commission**

TO: Personnel Commission
FROM: Randy Perez, Director, Classified Personnel
DATE: August 4, 2014
SUBJECT: Request for Reclassification of a BCCE Unit Member

Background Information

Article 14.5.3 of the BCCE contract states: "Employees who wish voluntary demotions in lieu of layoff to classes not previously held, may be reclassified to vacant positions for which they qualify. The

As a consequence of the 2014 layoffs in the Instructional Specialist, PE (IS PE) classification, Mr. Jarrett-Tory Sanders was bumped from his position at Oxford Elementary. He is requesting to be considered for reclassification to a vacant Instructional Assistant (IA) position. Though Mr. Sanders has never held the IA classification, the classification he held, IS PE, is in the same job family but at a higher level than the IA classification. Hence, Mr. Sanders meets the minimum qualifications to hold the IA classification.

**Berkeley Unified School District
Personnel Commission**

TO: Personnel Commission
FROM: Randy Perez, Director, Classified Personnel

DATE: August 4, 2014
SUBJECT: Request to Extend the Eligibility List for Custodian I with Expiration Date August 1, 2014

Background Information

Merit Rule 50.100.1 states, "an eligibility list shall be in effect for one year, unless exhausted, and may be extended for not to exceed one additional year at the discretion of the Commission." Ms. Daena Satterwhite requested (see attached Agenda Item Request form) that the Personnel Commission

consider extending the Custodian I Eligibility List for the period of August 1, 2014 to August 1, 2015.

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Attorney at Law

1990-Present Arbitrator and mediator in a variety of public and private contexts and jurisdictions in such matters as labor and employment, business, and health care.

range of State agencies. The State Personnel Board (SPB) has many staff attorneys and

discrimination complaints of California employees.

Prior to becoming an arbitrator and mediator in private practice, Karen was the Dispute Resolution Attorney for Maxicare Health Plans, a health maintenance organization. At the beginning of her law career, Karen served as counsel for the chairman of the Agricultural Labor Relations Board (ALRB). She

wrote opinions under the name of the chairman of this nascent agency involving union elections. She founded two programs of legal services for the elderly in lawless, rural and in Alameda County.

HEATHER M. EDWARDS

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Sacramento, CA 95826

Cell: (916) 706-1255 Fax: (916) 706-2672

E-mail: edwards@girardedwards.com

EDUCATION

May 2005

University of the Pacific, McGeorge School of Law
Sacramento, California
Juris Doctorate

Honors:

Dean's Honor List, 2001-02
James Foundation Scholarship, 2002-03, 2003-04
Sam Gordon Scholarship, 2003-04
Witkin Award for Academic Achievement in Legal Process, 2001-02
Nominee for ABA/BNA Award for Excellence in Labor Law, 2004

June 1998

California Polytechnic State University
San Luis Obispo, California
Bachelor of Science Degree, Business Administration
Concentration: International Management

PROFESSIONAL EXPERIENCE

May 2005 – Present

Girard & Edwards, Attorneys at Law
Sacramento, California
Partner

- Represent and counsel school districts, county offices of education, charter schools, special education local plan areas, and other public agencies.
- Practice areas include: human resources/personnel, collective bargaining and labor relations, charter schools, contracts, special education, open meeting laws, public bidding, student discipline, and issues unique to county superintendents and county boards of education.
- Prepare and render legal opinions; prepare and represent clients at administrative hearings and judicial proceedings; attend and provide legal

August 2007 – Present

University of California at Davis/Sonoma State University Capital Area North
Doctorate in Educational Leadership (CANDEL) Program
Instructor : “Legal and Human Resources Issues in Education”

January 2008 – June
2008

Sonoma State University
Instructor: “Advanced Legal Issues in Special Education”

Sacramento, California

- Tracked and analyzed legislation; monitored and attended legislative fiscal and policy committee hearings; drafted position letters; attended Education Coalition and K-12 Management Group meetings.
- Managed association activities, such as monthly and quarterly meetings, contract projects.
- Managed the U.S. Department of Education’s Preparing Tomorrow’s Teacher to Use Technology Grant.
- Served as office manager.
- Coordinated legal services as needed.
- Administered association policies, budget, day-to-day operations, and

Examinations Administered in the Month of July:

Classification-

Clerical Assistant II

Custodian I

Extended Day Program Coordinator

Food Service Assistant

Instructional Assistant, Special Education, Attendant

Instructional Technician

Lead Tradesworker

Maintenance Engineer

Site Coordinator, Family Engagement

Vehicle & Equipment Mechanic

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

Name-

Employment Type-

Classification-

Location-

George Duncan

Promotion

Maintenance Technician

Maintenance Department

Karen Carpenter

New Hire

Librarian

Central Library