

Berkeley Unified School District
Personnel Commission Meeting Minutes

February 5, 2015 - 4:30 pm

1. Call to Order

The meeting was called to order at 4:35pm

2. Roll Call & Establishment of Quorum

established.

4. Approval & Adoption of Agenda

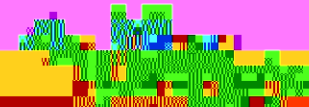
Approved, 3-0

5. Approval of Meeting Minutes

a. Meeting Minutes for January 15, 2015

b) Commissioners Reports

The Chairperson, Commissioner, and I went to the CSRA conference and found it very informative and brought together many different employers.



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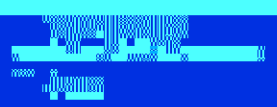
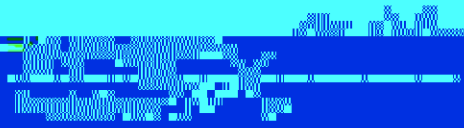
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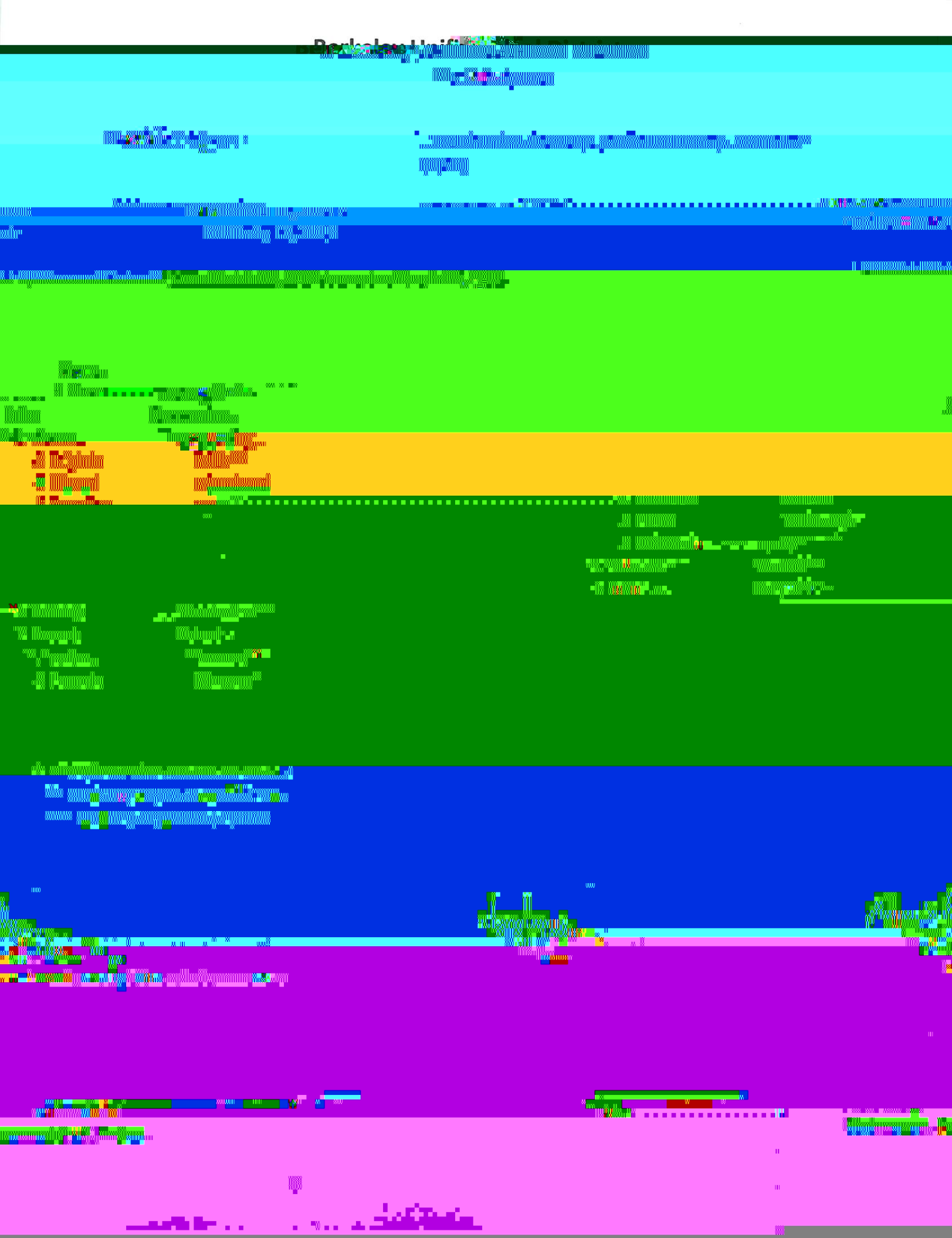
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Berkley Unified School District

Merit System

School Bus Driver

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- Mrs. [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

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Chairperson, Personnel Commission

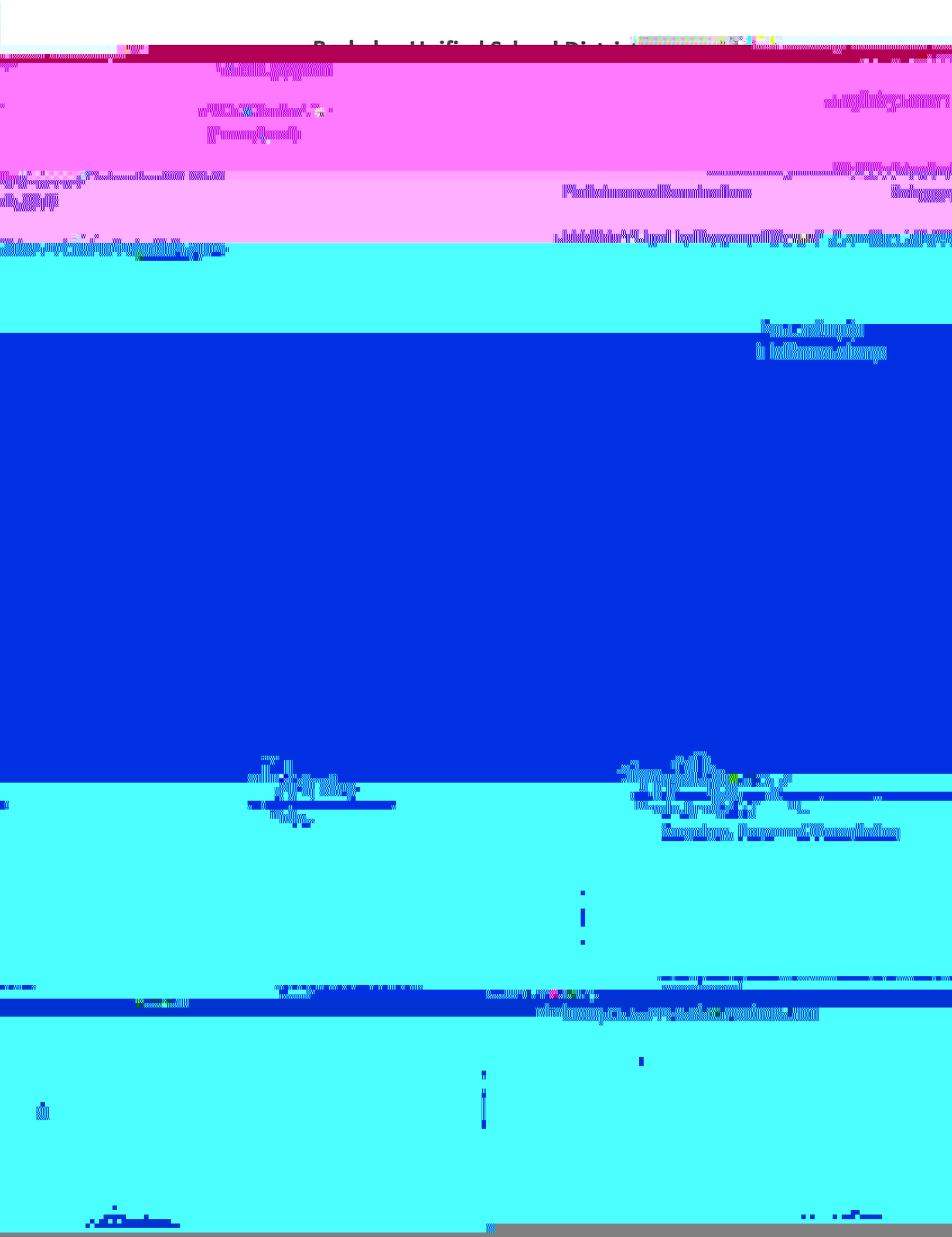
Berkeley Unified School District
Merit System

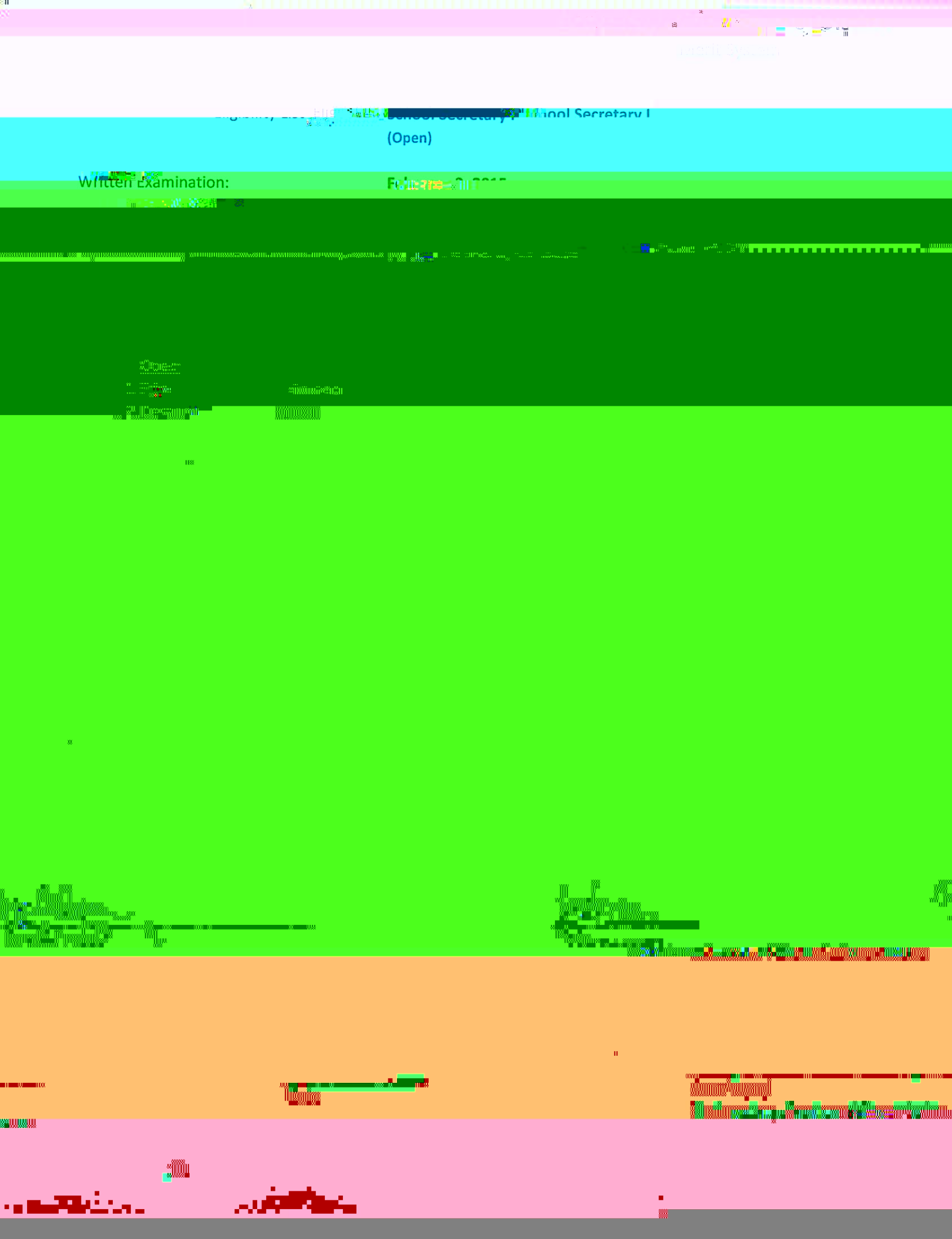
Eligibility List for:

Risk Management Workers

Position
#1
#2

www.berkeleyca.gov

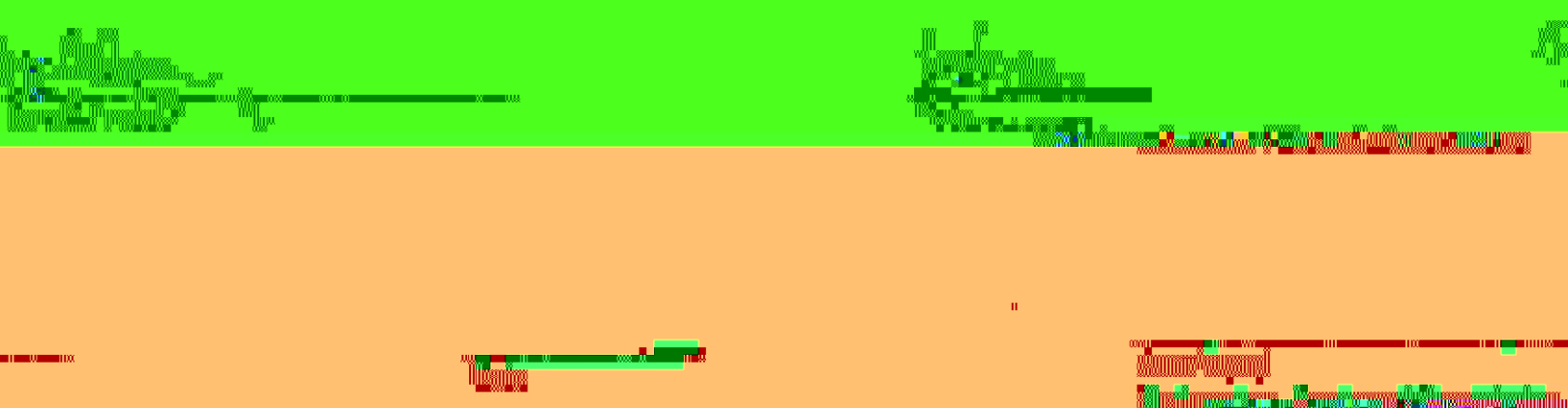




Quality Control Officer, Senior Secretary, School Secretary I
(Open)

Written Examination: February 2017

Written Examination
February 2017





www.berkeleyunified.org

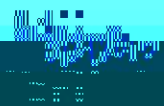
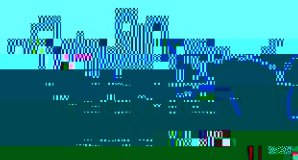
1000 Shattuck Avenue, Berkeley, CA 94704
949.261.1000

2015-2016 School Year
2015-2016 School Year

2015-2016 School Year
2015-2016 School Year

2015-2016 School Year

2015-2016 School Year
2015-2016 School Year
2015-2016 School Year
2015-2016 School Year



Berkeley Unified School District



2015-2016 School Year



2015-2016 School Year

Examinations Administered in the Month of February:

Classification-

Instructional Assistant, Special Ed, Attendant
School Bus Driver
Risk Management, Workers Compensation & Benefits Supervisor
V&E Mechanic
School Secretary I
Senior Records Clerk
Food Service Satellite Operator
Instructional Assistant, ECE
Instructional Technician

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

<u>Name-</u>	<u>Employment Type-</u>	<u>Classification-</u>	<u>Location-</u>
Lona Kelly	New Hire	Sr Personnel Asst	Human Resources
Milagro Andrade	New Hire	Food Service Asst	Nutrition Services

Personnel Commission of the Behrman Unified School District



Dear J. Griffin,

On behalf of the Personnel Commission, I am pleased to inform you that you have been selected for the position of [redacted] at the [redacted] grade level. This position is located at [redacted] and is a full-time, permanent position.

The Personnel Commission has reviewed your application and interview performance, and we believe you are the best qualified candidate for this position. We are excited to have you join our team.

Your start date will be [redacted]. We will contact you again regarding the details of your employment, including salary and benefits information.

If you have any questions or need further information, please contact the Human Resources Department at [redacted].

Thank you for your interest in working for Behrman Unified School District. We look forward to your arrival.

Sincerely,
[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

Personnel Commission of the
Berkeley Unified School District



BERKELEY HUMAN RESOURCES

the process of submitting requests for items to be included in a Personnel Commission meeting, submitting requests 10 days prior to the Personnel Commission Meeting you are considering. This form can be obtained from the Secretary to the

10/11/2017

Description of Item:

- 1) DENIAL to take Personnel Commission EXAM.
- 2) No response to two requests for appeal

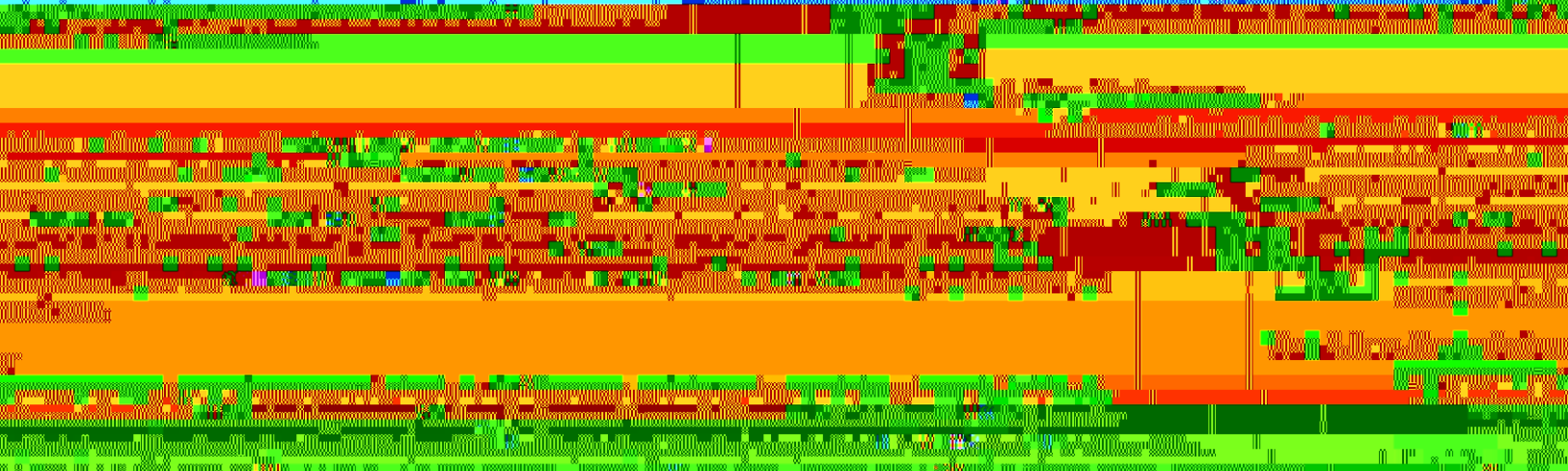
four merit system rules and regulations. A merit system

Interviews

For the purpose of this hearing, the Commission has reviewed the transcript of the interview of the complainant on 07/01/11. The transcript indicates that the complainant was interviewed on 07/01/11 and was interviewed on 07/01/12. The transcript also indicates that the complainant was interviewed on 07/01/13.

Interviews

Other than the interviews





Job Description
Resume

Classification Study: By the summer of 2013, the first drafts of the new class descriptions were completed and disseminated to staff for review.

2013, the first drafts of the new class descriptions were completed and disseminated to staff for review.

2013, the Personnel Commission held public hearings for those that appealed the City's classification study.

2013

2013

2013

Personnel Commission approved the district-wide classification study.

We completed the groundwork for iVeeGov, a new online recruitment system. Our processes were automated by iVeeGov.

Our processes were automated by iVeeGov.

Job Description

Resume

Interview

Personnel Commission approved the district-wide classification study.

2013

2013

2013