

**Berkeley Unified School District**  
**Personnel Commission Meeting Minutes**

October 1, 2015 - 4:30 pm

**1. Call to Order**

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

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

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

**3. Public Comments**

None

**4. Approval & Adoption of Agenda**

Approved, 3-0

**5. Meeting Minutes**

Approve the Personnel Commission Meeting Minutes for the following:

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

**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 that Chairperson's Aoyagi's term on the Commission is ending November 30<sup>th</sup> and he will work with the Communications Department to post the vacancy on the District's website. The Personnel Commission's annual

**Berkeley Unified School District**

**Special Meeting Minutes**

October 9, 2015 - 4:00 pm

**1. Call to Order**

The meeting was called to order at 4:00 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

Approved, 3-0

**5. Closed Session Item (2 Matters): Government Code § 54957**

The Personnel Commission went into closed session to discuss candidates for appointment as Hearing Officers for two disciplinary hearings, and to conduct an appeal hearing for an employee who requested an appeal pursuant to Merit Rule 40.100.4.

**6. Report from Closed Session**

Chairperson Aoyagi reported that hearing officers were selected for two upcoming appeal hearings. Chairperson Aoyagi also reported that the Commission upheld the score given to the employee who appealed her exam results.

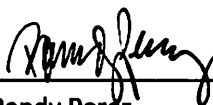
**7. Public Comments**

None.

**8. Adjournment**

Meeting adjourned at 5:25 p.m.

Respectfully Submitted,



Randy Perez

Secretary to the Personnel Commission

11/2/15

Date

**Berkeley Unified School District**

**Special Meeting Minutes**

October 13, 2015 - 4:30 pm

**1. Call to Order**

The meeting was called to order at 4:34 p.m.

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

Chairperson Aoyagi and Vice-Chairperson Ortiz were present and a quorum was established. Commissioner Carter was absent for this meeting.

**3. Public Comment**

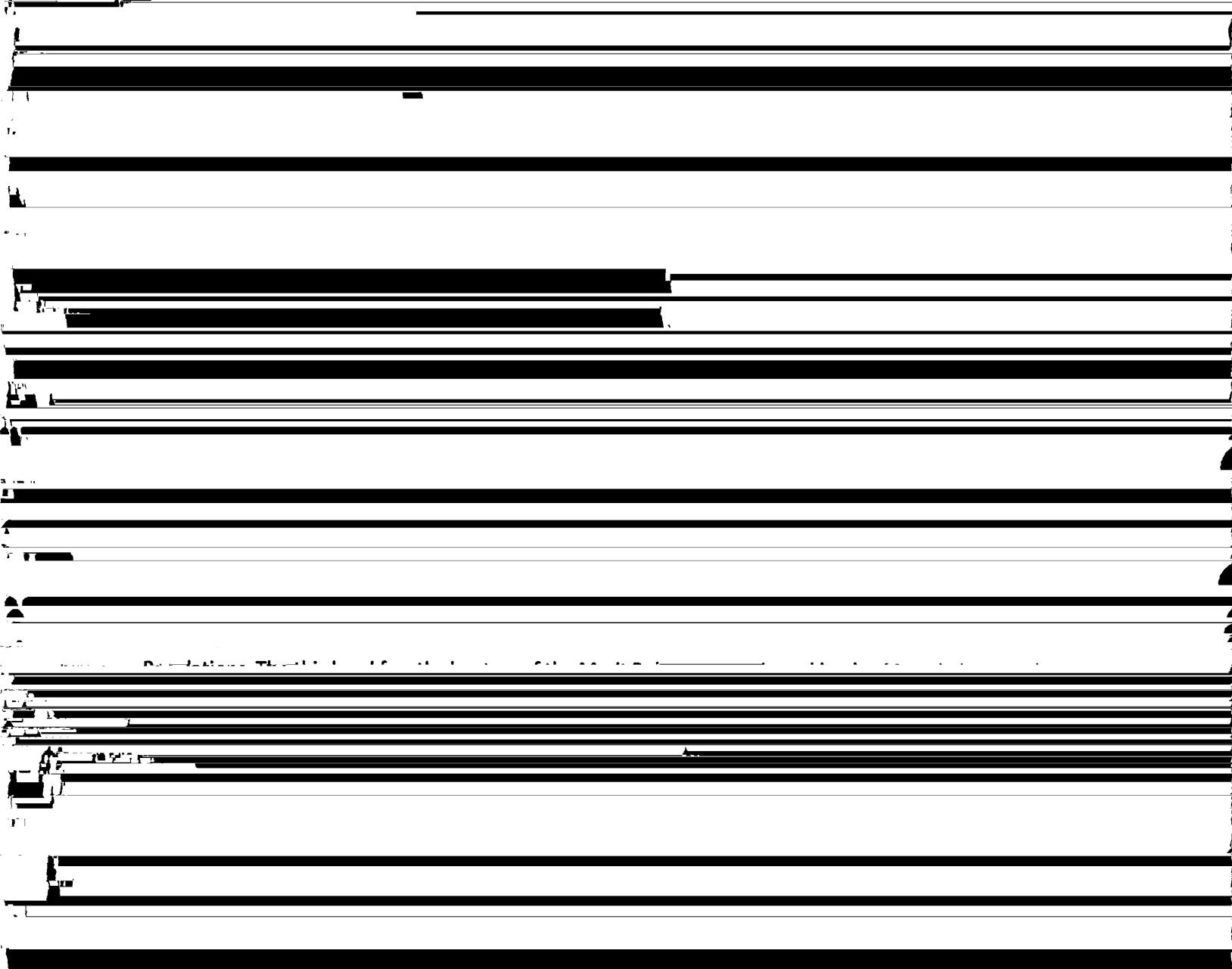
None.

**4. Approval & Adoption of Agenda**

Approved, 2-0

**5. Discussion Item**

The Personnel Commission went into a working session to revise the Personnel Commission Meeting Rules and



**Berkeley Unified School District**  
**Merit System**

Eligibility List for : **Instructional Assistant, Special Education Attendant**  
**(Promotional and Open)**

Written Examination: **September 16, 2015**  
Oral Examination: **October 5, 2015**

List Established by the Personnel Commission: **November 5, 2015 to expire November 5, 2016**

**Promotional**

1 Karreimah Sanders\*

**Open**

1 Sarah Klinefelter

2 James Hurley

2 Erin Royal\*

3 Anna Wirsig

3 Reyna Aceves\*

4 Marco Akil\*

5 Jacquiel Kimble

6 Wendy Glassman

7 Donna Grethen

8 Sarah Hardy\*

9 Jacob Groody

9 Deborah Shipley\*\*

10 Daniel Chan

11 Debra Marquez


12 Maya McClendon\*

13 Beth Heffner

14 Pamela Morgan\*\*

*\* Eligibility to expire September 3, 2016*

*\*\* Eligibility to expire January 15, 2016*

  
\_\_\_\_\_  
Randy Perez  
Secretary, Personnel Commission

11/2/15  
\_\_\_\_\_  
Date

Ann Aoyagi  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date

**Berkeley Unified School District**  
**Merit System**

Eligibility List for :

**Site Coordinator, Family Engagement**  
**(Open)**

Written Examination:

**October 6, 2015**

Oral Examination:

**October 22, 2015**

List Established by the Personnel Commission: **November 5, 2015 to expire November 5, 2016**

**Open**

**1 Maria Sabeh**

*[Handwritten signature]*

11/2/16

**Berkeley Unified School District**  
**Merit System**

Eligibility List for: **Senior Personnel Assistant**

(Open)

Written Examination: **October 7, 2015**  
Oral Examination: **October 14, 2015**

List Established by the Personnel Commission: November 5, 2015 to expire November 5, 2016

**Open**

1 Derek	Westover
2 Jennifer	Slagle
2 Halim	Coto*
2 Brian	Westover

4 Gabriella	Arechiga
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**\* Eligibility to expire October 1, 2016**

# Berkeley Unified School District

## Merit System

Eligibility List for :

**Compliance Officer and Title IX Coordinator  
(Open)**

Written Examination:

**October 8, 2015**

Oral Examination:

**October 20, 2015**

List Established by the Personnel Commission: **November 5, 2015 to expire November 5, 2016**

### Open

- 1 Elizabeth Rome\*
- 2 Maria-Daniel Asturias\*\*
- 3 Andria Janos

*\* Eligibility to expire August 12, 2016*

*\*\* Eligibility to expire October 1, 2016*



Randy Perez

Secretary, Personnel Commission

11/2/15

Date

Ann Aoyagi

Chairperson, Personnel Commission

Date



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

Classification-

Extended Day Program Coordinator  
 Instructional Media Technician  
 Instructional Technician  
 Instructional Assistant, Special Ed, Attendant  
 Site Coordinator, Family Engagement and Equity  
 Senior Personnel Assistant  
 Compliance Officer and Title IX Coordinator  
 Executive Assistant I, Confidential  
 School Bus Driver  
 Delivery Driver

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

<u>Name-</u>	<u>Employment Type-</u>	<u>Classification-</u>	<u>Location-</u>
Risa Pedzewick	New Hire	IA, Special Ed, Attendant	BHS
Claudia Rangel-Castro	New Hire	Food Service Assistant	Arts Magnent
Tiffany Hu	New Hire	Instructional Assistant	Malcolm X
Arash Fayyaz	New Hire	Food Service Assistant	Emerson
Pusadee Berreman	New Hire	Student Account Tech	BHS
Hugo Hernandez	New Hire	Grounds Gardener	Maintenance
Amanda Esqino	New Hire	Transportation On Supervisor	Transportation

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Brisa Melas	New Hire	Food Service Assistant	LeConte
Bradley Hilton	Promotion	Tech Services Supervisor	Technology Services
Miguel Garcia	Promotion	Lead Grounds Gardener	Maintenance



