



**Berkeley Unified School District**  
2020 Bonar Street, The Tech Lab, Room 126  
Berkeley, CA 94702

**1. Call to Order**

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

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

Chairperson Goldstein and Vice-Chairperson Ortiz were present and a quorum was established.

Chairperson Goldstein advised the public that speaker cards were available for those who wanted to address the Commission during the public FY19 budget hearing.

**6. Consent Items**

**Ratification of Eligibility Lists**

- a) Assistant Superintendent of Business Services
- b) Custodian II
- c) Payroll Specialist
- d) Nutrition Services Assistant

Chairperson Goldstein pointed out the short intervals between the items

Chairperson Goldstein made a motion to approve the lists; Vice-Chairperson Ortiz seconded the motion, Approved, 2-0

**7. Conference Items**

Agenda Item Request, Advanced Step Request, K. O'Guin

pilot programs to address pain points for high turnover positions such as the Para-educator job classes. Chairperson Goldstein cited data from the personnel reports that have been approved at the school board meetings since the start of the academic year. She reported that just over 47% of all staffing changes for that period involved these particular job classes. She observed that such repeated transactions are costly and that the public perception of Para-educator performance is not good. Chairperson Goldstein explained that the proposed allocation is meant to bring stakeholders together to develop training or programs to reduce turnover, bolster retention and improve

April 10, 2018 – 4:30 pm  
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understand what works. She said that a trauma-informed framework would be an incredibly beneficial overlay to the sexual harassment training currently offered, and that such training should include all staff that work with

students.

Penny Scott, BUSD Sexual Harassment Advisory Committee member clarified that currently BUSD provides sexual

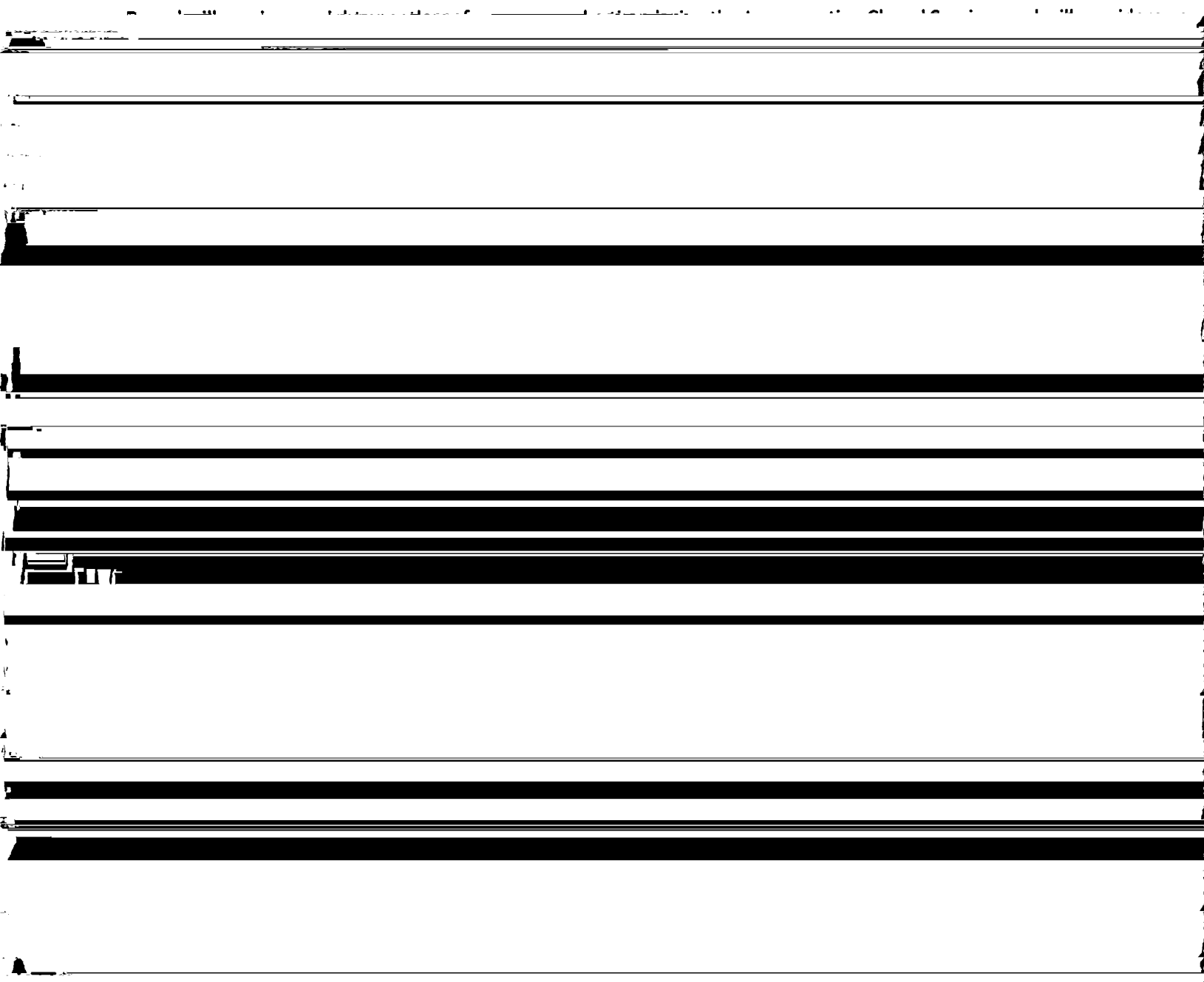
Chairperson Goldstein made a motion to move this item to a special meeting; Vice-Chairperson Ortiz seconded the motion,  
Approved, 2-0

**9. Closed Session (2 matters)**

- a) Employee Discipline and Legal Matters - Government Code § 54954.5 (2017-D-01) (2017-D-02)  
The Personnel Commission went into closed session at 6:03 pm.

**10. Report from Closed Session**

The Personnel Commission came out of closed session at 6:20 pm. Chairperson Goldstein reported that Secretary



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Eligibility List for :

(open)

Written Examination: May 3, 2018

May 3, 2018

Oral Examination:

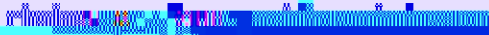
List Established by Personnel Commission June 7, 2018 to June 7, 2019

Drake

8/1/2018  
Date

Patricia Duwel

Secretary, Personnel Commission





June 3, 2018

Board Examination:

List of Examinations:

THE BOARD OF SUPERVISORS  
OF THE BERKELEY UNIFIED SCHOOL DISTRICT  
DOES HEREBY CERTIFY THAT THE  
FOLLOWING IS A TRUE AND CORRECT  
COPY OF THE ORIGINAL AS FILED

ion

Date

Secretary, Personnel Commission

Commission

Date

Heidi Goldstein

Chairperson, Personnel Commission

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

<u>Classification</u>	<u>Written</u>	<u>Oral</u>	<u>Performance</u>
Educational Occupational Therapist	2	2	

Executive Director, Facilities, Operations and Maintenance	6	6	
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Nutrition Services Assistant	2		
Administrative Assistant I	15		
Human Resources Technician	6		
Employee Benefits Specialist	6		
Instructional Assistant	4		

**New Hires/New Assignments/Promotions Processed in the Month of May:**

<u>Name-</u>	<u>Employment Type-</u>	<u>Classification-</u>	<u>Location/Dept.</u>
Fernando Robles	New Hire	General Services Manager	Berkeley High

PERSONNEL COMMISSION  
BERKELEY UNIFIED SCHOOL DISTRICT  
June 7, 2018

AGENDA ITEM 7A

SUBJECT: PUBLIC HEARING AND SECOND READING OF THE 2018/2019  
PERSONNEL COMMISSION BUDGET (DRAFT)

BACKGROUND INFORMATION

Annually, in accordance with Education Code §45253, the Commission is required to prepare their annual budget for a public hearing and submit their annual budget to the County Superintendent of Schools. This second reading includes an additional \$25,000 line item for

Train the Trainer items that would be designated for the Director of Classified Personnel to become an in-house trainer for the purpose of providing training to district staff in mutually agreed upon trainings. This item was added at the request of the Commission Chair.

DIRECTOR'S RECOMMENDATION

Review the budget as presented. The requisite budget hearing was held at the regularly scheduled meeting of the Personnel Commission on May 3, 2018. Approve the budget as



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3	0	0
3	0	0
1,232	188,731	132,310
164	0	60,276
1,295	0	0
5,532	30,465	50,385
423	207	555
5,060	9,456	12,943
5,705	228,859	256,470
0	0	0
85	105	5
2,639	26,150	22,324
0	0	0
2,868	3,161	3,659
2,188	13,448	15,422
2,707	27,245	23,374
0	0	0
120	133	149
0	0	0
1,238	4,692	5,258
1,836	5,697	4,287
9,680	80,630	74,478
14	118	190
7,998	7,246	6,267
0	4,105	2,914
3,012	11,469	9,371
3,855	6,305	5,439
1,552	2,721	5,600
2,500	2,500	2,500
0	4,320	4,320
1,517	22,639	22,371
3,698	9,718	11,846
157	85	69
3,279	48,288	52,145
7,680	369,246	392,464
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2017-2018 FY2017-18 Working
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177,552
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35,860
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3,586
15,318
29,853
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CALC: 6-5

2017-2018 DIFF
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1,872-
1,857
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1,586-
1,910-
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