

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

July 15, 2016 - 4:30 pm

**1. Call to Order**

The meeting was called to order at 4:33pm

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

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

**3. Public Comments**

Lolita Coleman, former Administrative Assistant, commented that she was laid off and not given a right to return to the District.

Mansour Id-Deen, NAACP Berkeley Chapter President, commented that he has not received answers to questions posed in the previous meeting.

**4. Approval & Adoption of Agenda**

~~Vice-Chairperson Carter made a motion to move agenda item 7 to agenda item 8.~~

Approved as amended, 3-0

**5. Approval of Meeting Minutes**

Approved, 3-0

**6. Consent Items**

Ratification of Eligibility Lists

- a) Public Information Officer
- b) Instructional Assistant Special Ed, Attendant
- c) Extended Day Program Coordinator

about the probationary period and that supervisor's don't need to provide a reason when they probationary release an employee. Commissioner Goldstein said that because a first level grievance procedure was initiated by the employee it calls to question whether his release was retaliatory. Chairperson Ortiz asked

Secretary Perez to request information from the Compliance Officer regarding Mr. Akil's appeal.

#### 8. Conference Items

- a) Health and Wellness Program Coordinator: Secretary Perez commented that the Health and Wellness Program Coordinator classification was approved by the Board in June and reviewed by Local 21. President Phillipis commented that the duties in this classification are very similar to the Instructional Specialist

Cooking duties. She was surprised to see the position come back as a management position when many members before were performing the same work. Secretary Perez responded that the position is very different because the incumbent must be a registered dietician and will develop curriculum in schools that have students with health and obesity issues. He also stated that the incumbent would supervise staff.

A motion was made to approve the new Health and Wellness Program Coordinator job classification.  
Approved, 3-0

- b) Approval of all New Job Classifications: Commissioner Goldstein requested to receive copies of the job

## 10. Public Comments

Ms. Coleman commented that she would like to see a \_\_\_\_\_

\_\_\_\_\_ 30 month rehire list. Estela Cinneros, Library-Medic Specialist, commented that she ran for BCCF President and

although she was not elected, she is still interested in helping the Union and wants to bring greater unity between the District and Union. She commented that she was dissatisfied with the outcome of the Compensation and Classification study because several employees did not receive retro pay. Mr. Id-Deen requested clarification on the hiring rights for those that are on the 30 month rehire list.

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

August 4, 2016 - 4:30 pm

**1. Call to Order**

The meeting was called to order at 4:29pm

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

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

**3. Public Comments**

Paula Phillips, BCCE President, commented that the Commission cannot stifle public comments even if it seems disrespectful. Vice Chairperson Carter said there should be a certain level of decorum and respect during the public

meetings.

Approved 3.0

**5. Approval of Meeting Minutes**

a) June 13, 2016

President Phillips commented that in regards to Conference Item 5.a., the classification and compensation

indicated he would email the Commissioners the amount of former employees that are on the 20 month re

hire list due to exhaustion of all leaves. Commissioner Goldstein cited merit rule 60.700.5.g and said that better explanation of this rule was needed.

**8. Conference Items**

a) Agenda Item Request: Marie Ferguson

President Phillips commented that there has been a lot of discussion as to how Marie Ferguson was placed

**10. Public Comments**

Mansour Id-deen, NAACP Berkeley Chapter President, asked for information about the 39-month rehire list, but Commissioner Carter stated that he did not believe that the requested information was relevant.

**11. Next Meeting**

The next regular meeting was scheduled for September 1, 2016 at 4:30pm.

**12. Adjournment**

The meeting was adjourned at 6:31pm.

Respectfully Submitted,



8/29/2016

Approved,

\_\_\_\_\_  
Reynaldo Ortiz  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date

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

August 18, 2016 – 10:00 am

**1. Call to Order**

The meeting was called to order at 10:10 am

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

Chairperson Ortiz and Commissioner Goldstein were present and a quorum was established.

**3. Public Comment**

None

**4. Approval & Adoption of Agenda**

Approved, 3-0

**5. Discussion Item**

- a. The Personnel Commission went into a working session to revise the Personnel Commission Merit Rules and Regulations.


**6. Public Comment**

None

**7. Adjournment**

The meeting was adjourned at 12:11 pm.

Respectfully Submitted,

  
\_\_\_\_\_  
Randy Perez

Secretary to the Personnel Commission

8/29/2016  
\_\_\_\_\_  
Date

Approved,

\_\_\_\_\_  
Reynaldo Ortiz  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date

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

Eligibility List for : **Instructional Tech - Cooking**  
**(Open)**

Written Examination: **August 9, 2016**  
Oral Examination: **August 18, 2016**

List Established by the Personnel Commission: **September 1, 2016 to expire September 1, 2017**

**Open**  
1 Rebecca Murillo

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

8/29/2016  
\_\_\_\_\_  
Date

Reynaldo Ortiz  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date



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

Eligibility List for : **Instructional Specialist (Garden)**  
**(Open)**

Written Examination: **April 14, 2016**  
Oral Examination: **August 18, 2016**

List Established by the Personnel Commission: **September 1, 2016 to expire September 1, 2017**

**Open**

- 1 Liliana Jacobs\*
- 2 Laura Lackey

3 Emily Rucht\*

\* Eligibility to expire December 3, 2016

*[Handwritten signature]*

*[Handwritten signature]*

# Berkeley Unified School District

Eligibility List for :

**Nutrition Services Satellite Operator I**

**(Open and Promotional)**

Written Examination:

**August 15, 2016**

Oral Examination:

**August 19, 2016**

List Established by the Personnel Commission September 1, 2016 to expire September 1, 2017

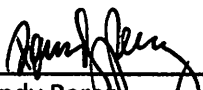
**Promotional**

1 Arash Fayyaz

**Open**

1 Maria Lopez\*

\* Eligibility to expire May 5, 2017



8/19/2016

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

Eligibility List for: **Instructional Assistant II Special Education**

**(Promotional and Open)**

Written Examination: **July 12, 2016**  
Oral Examination: **August 8, 2016**

List Established by the Personnel Commission: **September 1, 2016 to expire September 1, 2017**

**Promotional**

1 Cheri Dutiel

**Open**

1 Juan Barrera- Alcazar  
2 Alexandra Idso  
2 Nichelle Pete  
3 Antonio Drummond  
3 Leo Siecienski  
4 Andria Kemp  
4 Zachary Miller  
4 Adekunle Owodunni  
5 Ariyana Hosseini\*  
6 Chris Costello  
7 Hataichanok Aksomboon  
8 Merle Jupiter

\* **Eligibility to expire April 7, 2017**

**Berkeley Unified School District  
Merit System**

Eligible List for Instructional Tech Before & After School Program

(Open)

Written Examination: **July 22, 2016**  
Oral Examination: **August 6, 2016**

List Established by the Personnel Commission: **September 1, 2016 to expire September 1, 2017**

Open

- 1 Taylor Totten
- 2 Joshua Lotz\*\*
- 2 Jazmyne Muhammad\*
- 3 Brian Kim\*\*                      Asked to be removed
- 3 Shakela Richardson\*            Not available until mid September

- 4 Valerie Mendez
- 5 Nanna Hadikwa Mwaluko
- 6 Miguel Barrera
- 7 Jeanne Rehrig
- 8 Tara Abhasakun
- 9 Antonio Drummond

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

Eligibility List for : **Administrative Assistant II**  
**(Promotional and Open)**

Written Examination: **July 21, 2016**

Oral Examination: **August 12, 2016**

List Established by the Personnel Commission: **September 1, 2016 to expire September 1, 2017**

**Promotional**

1 Lorraine Mahley

**Open**

1 Angela Reardon\*

\* *Eligibility to expire December 3, 2016*

*Michael Deen*

*8/12/2016*

# Berkeley Unified School District

## Merit System

Eligibility List for : **Human Resources Technician  
(Open and Promotional)**

Written Examination: **July 19, 2016**

Oral Examination: **August 5, 2016**

~~List Established by the Personnel Commission, September 4, 2016 to expire September 4, 2017~~

### Promotional

- 1 Diana Bonilla
- 2 Michelle Payton\*

### Open

- 1 Paisley Dews
- 2 Jennifer Slagle\*\*
- 3 Gabriella Arechiga\*\*

\* *Eligibility to expire October 1, 2016*

\*\* *Eligibility to Expire November 5, 2016*

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

Eligibility List for : **Instructional Assistant ECE**  
**(Open)**

Written Examinations : **August 1, 2016**

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

<u>Classification</u>	<u>Written</u>	<u>Oral</u>	<u>Performance</u>
Instructional Assistant, ECE	5	4	
Transportation Scheduler/Router	3		
Human Resources Technician	5	4	
School Safety Officer	7		
Instructional Tech Before & After School	0	0	

Instructional Assistant II, Special Ed.			18	14
Instructional Tech- Cooking	1	1		
Administrative Assistant II	7	2		
Nutrition Services Satellite Operator I	2		2	
Instructional Specialist (Garden)	4	1		
Health and Wellness Program Coordinator	2			

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

<u>Name-</u>	<u>Employment Type-</u>	<u>Classification-</u>	<u>Location-</u>
Enrique Arechiga	New Hire	School Bus Driver	Transportation
Robert Fleming	Promotion	Custodian II	LeConte
Paisley Dews	New Hire	HR Technician	Human Resources
Ganaro Macchiavello	New Hire	Lead Grounds Gardener	Maintenance
Terri Norris	New Hire	School Bus Driver	Transportation

Jennifer Michels	New Hire	IA II Special Ed	Cragmont
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Samajae Brown	New Hire	Nutrition Services Assistant	BHS
Melodee Russell	New Hire	School Services Assistant	Jefferson
Cheri Dutiel	Promotion	IA II Special Ed	Emerson
Mac Anthony Caniaveral	New Hire	Delivery Driver	Nutrition Services



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

**A**

Eligibility List for : **After School Program Specialist**  
**(Open and Promotional)**

Written Examination: **May 12, 2016**

Oral Examination: **June 13, 2016**

List Established by Personnel Commission July 15, 2016 to expire July 15, 2017

                      
1 Stacy Shoals

**Open**

- 1 Amal Aziz
- 2 Deminika Spears\*
- 3 Christine Carter

\* *Eligibility to expire December 3, 2016*

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

6/29/16  
Date

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

**B**

Eligibility List for : **Nutrition Services Assistant**  
**(Open)**

Written Examination: **May 11, 2016**

Performance Examination: **May 25, 2016**

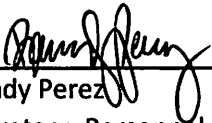
List Established by Personnel Commission: **June 7, 2016 to expire June 7, 2016**


Q---

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- 1 John Zentner\*
  - 2 Reneisha Caesar\*\*
  - 3 Ana Gigi Revelar
  - 4 Errol Brown\*\*

\* *Eligibility to expire February 4, 2017*

\*\* *Eligibility to expire May 5, 2017*

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

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Reynaldo Ortiz  
Chairperson, Personnel Commission

\_\_\_\_\_  
Date

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

**C**

Eligibility List for : **Lead Grounds Gardener**  
**(Promotional)**

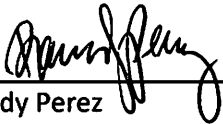
Written Examination: **May 13, 2016**

Oral Examination: **June 21, 2016**

List Established by Personnel Commission: **July 15, 2016 to expire July 15, 2017**

**Promotional**

- 1 Luis Ruiz
- 1 Joseph Timer
- 2 Pamela Thomas



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Randy Perez  
Secretary, Personnel Commission



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Date

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Reynaldo Ortiz  
Chairperson, Personnel Commission

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Date

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

**D**

Eligibility List for : **School Administrative Assistant II**  
**(Open)**

Written Examination: **April 27, 2016**

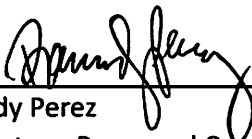
Oral Examination: **May 10, 2016**

List Established by Personnel Commission: **June 7, 2016 to expire June 7, 2017**

**Open**

- 1 Sandra Spiker\*
- 2 Gabriella Arechiga (bilingual qualified)
- 3 Ericka McAninch
- 4 Sheyla Flores (bilingual qualified)

**\* Eligibility to expire April 7, 2017**



Randy Perez



Date

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

**E**

Eligibility List for : **Budget Analyst II**  
**(Open)**

Written Examination: **June 16, 2016**

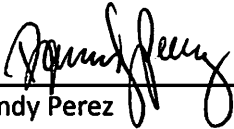
Oral Examination: **June 30, 2016**

List Established by Personnel Commission: **July 15, 2016 to expire July 15, 2017**

**Open**

1 Duy Nguyen

2 Lin Qui



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Randy Perez  
Secretary, Personnel Commission



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Date

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Reynaldo Ortiz  
Chairperson, Personnel Commission

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Date

**Berkeley Unified School District**  
Merit System

**F**

List Established by the Personnel Commission: February 4, 2016 to expire February 4, 2017

**Promotional**  
1 Stacey Shoals

**Berkeley Unified School District**

**G**

**Merit System**

Eligibility List for :

**Data Integrity Specialist**

Written Examination:

**November 5, 2015**

Oral Examination:

**January 14, 2016**

List Established by the Personnel Commission: **February 4, 2016 to expire February 4, 2017**

**Promotional**

**1 Elizabeth James**



Secretary, Personnel Commission