

**BERKELEY UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION OF THE MERIT SYSTEM**

**AGENDA, Regular Session**  
**Closed Session**  
**Personnel Commission of the Merit System**  
**Annex – Closed Session**  
**1835 Allston Way – Open Session**  
**Berkeley, CA 94704**

**Thursday, October 2, 2008**  
**Meeting 3:30 pm**  
**Meeting 4:00 pm**

**Personnel Commission Members**  
**Margaret Rowland, Chairwoman**  
**Dan Lee, Commissioner**  
**Shirley Van Bourg, Commissioner**

**Open Session: 3:30 pm**

**Page No.**

- 1. Call to Order and Roll Call**
- 2. Public Comments**

**MOVE TO CLOSED SESSION**

- a. Evaluation of Commission Employee

**Move to Open Session at 4:00 pm**

**Report from Closed Session**

- 3. Approval Minutes**

**Action...1-5**

- a. August 7, 2008
- b. September 4, 2008

**6-8**

- 4. Response to Questions from Previous Commission Meeting**

- 5. Approval/Ratification of Eligibility Lists**

**Action.....9-16**

- a. Instructional Technician – Afterschool (Open) - Combined
- b. Instructional Assistant – Special Education (Open) – Combined
- c. Senior Records Clerk – (Open)
- d. Library Media Technician – Elementary (Promotional)
- e. Library Media Technician – Elementary (Open)
- f. Library Media Technician – Secondary (Promotional)
- g. Library Media Technician – Secondary (Open)
- h. Senior Food Service Assistant – (Open) – Combined

- 6. Implementation of the Rules and Regulations of the Personnel Commission**

**Information.....17**

- 7. Clarification of Duties of the Personnel Director**

**Information.....18**

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<b>8. Memorandum by Tim Donnelly, BCCE President</b>	<b>Information.....19</b>
<b>9. Bemail Access for Personnel Commission Members</b>	<b>Discussion/Action.20</b>
<b>10. Salary Market Survey and Classification Study Update</b>	<b>Discussion...</b>
a. Koff and Associates Update on Salary Market Survey	
<b>11. ADJOURNMENT</b>	