

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHAPTER 875 AND
LOS GATOS-SARATOGA UNION HIGH SCHOOL DISTRICT
RECLASSIFICATION STUDY**

This Memorandum of Understanding ("MOU") is between the California School Employees Association and its Chapter 875 (hereinafter referred to as "CSEA") and the Los Gatos-Saratoga Union High School District (hereinafter referred to as "District") regarding a reclassification study for the 2025-2026 school year with the goal of reviewing all classified job descriptions and salary ranges to determine which may need to be updated.

BACKGROUND

The District and CSEA recognize the importance of maintaining current job descriptions aligned with industry standards, actual work expectations and changing technologies, as well as comparable and competitive salaries in the appropriate salary ranges.

AGREEMENT

CSEA and the District (collectively "Parties") agree to the following to conduct a reclassification study for the 2025-2026 school year:

- 1) The Parties agree to form a Reclassification Study Committee ("Committee") by March 1, 2025. The Committee will consist of up to four (4) CSEA members and up to four (4) District representatives to select a consultant to perform a classification study ("Study") of all classified positions with the goal of updating classified job descriptions and reviewing the salary schedule.
- 2) The Committee will convene to identify possible consultants to conduct the Study and select the consultant by June 30, 2025. If the Committee is unable to mutually select the consultant, the Superintendent or designee shall select.
- 3) The Committee will strive to select a consultant who will agree to invite all unit members to provide insight in the process of the Study.
- 4) Before the Study commences, the Committee will meet with the consultant to establish the Committee's expectations for the Study.
- 5) The parties agree that the Study does not imply, and may not result in, an automatic increase in compensation or change in job description.
- 6) The intended completion date of the Study is tentatively scheduled for May 1, 2026 and may be extended due to the consultant schedule and unforeseen circumstances.

- 7) At the conclusion of the Study, the Committee shall review the report and make recommendations regarding job description and salary ranges to the Superintendent.
- 8) The parties agree that, at the completion of the Study, the consultant report ("Report") shall be the basis for negotiating the revision of the applicable classified job descriptions and salary ranges. The parties understand the consultant Report contains recommendations and is not binding on either party.
- 9) This MOU shall be non-precedent setting and shall form no past practice.
- 10) This MOU shall expire upon completion of the reclassification process for the 2025-2026 school year and the parties follow their respective processes to formally adopt the new or revised job descriptions.

Date: 1/23/2025



Dagmar Derickson
District

Date: 1/23/2025



Julia Peck
CSEA Chapter #875