



DATE: December 13, 2023

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: Approve Memorandum of Understanding No. 2 with California School Employees Association Chapter No. 383 - Reclassification of a Vacant School Secretary Position to Administrative Assistant Student Services

PRESENTED BY: Michael Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Approve the Memorandum of Understanding No. 2 with California School Employees Association Chapter No. 383 - Reclassification of a Vacant School Secretary Position to Administrative Assistant Student Services.

BACKGROUND INFORMATION

The Memorandum of Understanding with California School Employees Association Chapter No. 383 - Reclassification of a Vacant School Secretary Position to Administrative Assistant Student Services is being presented for review.

RESOURCES REQUIRED: N/A

PREPARED BY: Lupita Vazquez, Executive Assistant, for Mike Shepherd, Executive Director of Human Resources

Attachment: MOU