

ADMINISTRATIVE REPORT

DATE: May 18, 2023
TOPIC: #6.11 - Recommended reclassification of position within the OPEIU bargaining unit
PRESENTER: Abby Baker, Director of Human Resources
REFERENCE TO POLICY/STATUTE: Policy 701, Establishment and Adoption of School District Budget

PURPOSE OF REPORT

The Office and Professional Employees International Union (OPEIU) collective bargaining agreement outlines procedures for the review and reclassification of positions within the bargaining unit (Article 8, Section 8.08). In accordance with these procedures, a committee of two individuals, made up of two School District designees and two Union designees, reviews and makes recommendations regarding reclassification requests. Two reclassification requests were received for the Media Clerk position. The first was received on April 28, 2022, and the second on October 17, 2022. The reclassification requests were reviewed, meetings were held with the secondary media clerk employee group, district leaders, and human resources. A recommendation for approval to move secondary media clerks from class 3 to class 4 was made by human resources on January 3, 2023. Details of the recommendation are shared below.

Media Clerks (9 month / 185 days / 7.5 hours per days)

Number of Employees: 7
 Current Classification: 3
 Recommended Classification: 4
 Recommended Title: Media Clerk - Secondary

Economic Impact: Current Class 3 rate is \$22.10 per hour (Step 3)
 Current Class 4 rate is \$23.25 per hour (Step 3)

RECOMMENDATION - Administration recommends approval of the Agreement.

