

MEMORANDUM OF UNDERSTANDING BETWEEN TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT ("District") AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS TAHOE TRUCKEE CHAPTER NO. 383 ("CSEA")

Reclassification of Administrative Assistant Business Services to Business Services Coordinator (Confidential)

This Agreement was made and entered into this day, November 16, 2023, by and between Tahoe Truckee Unified School District ("District") and California School Employees Association and its Tahoe Truckee Chapter NO. 383 ("CSEA") collectively referred to as the ("Parties") regarding issues related to the reclassification of the Administrative Assistant Business Services.

- 1. Employee #3734 is an eight (8) hour twelve (12) month Administrative Assistant Business Services (position # 1274) assigned to support the Assistant Superintendent Chief Financial Officer. Prior to 2015, this position was classified confidential. In order to effectively support the District in preparing materials for bargaining and negotiations, the District will reclassify this position as Classified Confidential retroactive to July 1, 2023.
2. CSEA and the District met and discussed the Public Employment Relations Boards' Confidential Employee Checklist. It was determined that the Business Services Coordinator will receive confidential information related to management's bargaining proposals.
3. Duties performed by the Administrative Assistant Business Services will be performed by the occupant of the new confidential position Business Services Coordinator.
4. The foregoing shall not result in an increase in workload for any CSEA bargaining unit member.
5. Both parties retain any contractual and legal remedies to resolve any alleged violation of this MOU.
6. Position # 234 is a Confidential Senior Payroll Technician. The incumbent in this position has been working as a Payroll Technician and has not had Confidential duties since at least 2015. When this position becomes vacant, the District shall negotiate with CSEA to reclassify this position as a Payroll Technician to be included in the Classified Bargaining Unit.
7. This is a one-time non-precedent setting agreement.

This MOU shall fully and finally complete negotiations related to the reclassification of position #1274.

Dated: 11/16/23

Dated: 11/17/23

For the Association:

For the District:

Handwritten signature of Malissa Cruz

Handwritten signature of Michael Shepherd

Malissa Cruz, CSEA 383 President

Michael Shepherd, Executive Director, HR

Handwritten signature of Kerstin Kramer

Kerstin Kramer, Superintendent Chief Learning Officer