



**GILROY UNIFIED SCHOOL DISTRICT**  
Superintendent's Office

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SUPERINTENDENT  
Dr. Deborah A. Flores

BOARD OF EDUCATION  
Denise Apuzzo Rhoda Bress Tom Bundros  
Francisco Dominguez Mark Good Jaime Rosso Fred Tovar

August 13, 2010

Angie M. Cardoza, Foreperson  
2009-10 Civil Grand Jury  
Superior Court Building  
191 North First Street  
San Jose, Ca. 95113

**FILED**

AUG 24 2010

DAVID H. YAMASAKI  
Chief Executive Officer/Clerk,  
Superior Court of CA County of Santa Clara  
BY D. ALDYCKI

Dear Ms. Cardoza:

The purpose of this letter is to respond to the Grand Jury Report, **Looking at Policies Our Schools Use to Find and Place Employees.**

**Finding 1:**

Per the Districts' current CBAs, internal applicants are given priority over external applicants who may be better qualified for the job.

**Recommendation 1:** Each Board should revisit this subject in future CBA negotiations to ensure that competency is the determinant factor in the job candidate selection process.

**Response 1:** The District's negotiating team will share this finding with the bargaining units during the 2001-11 negotiations.

**Finding 2:**

The PAUSD utilizes a process that requires teacher job applicants to teach demonstration lessons which are subsequently scored by a qualified review team. The scores are utilized as significant factors in hiring decisions.

**Recommendation 2:** AH Districts should consider adopting interview practices like PAUSD which provide opportunities for applicants to demonstrate their teaching skills.

**Response 2:** At times, the GUSD does provide applicants the opportunity to demonstrate their teaching skills through videotape or live demonstration. The decision to do either is based on the applicants' skills, application packet and whether or not the interview panel feels this step would be helpful.

**Finding 3:**

Twenty-two of the 32 Districts have policies covering the hiring of employee and Board member relatives.

**Recommendation 3:** All Boards should formulate and implement policies covering the hiring of relatives, including the disclosure of any familial relationships to the Board, to avoid the appearance of bias or favoritism in the recruitment and job assignment processes.

**Response 3:** The GUSD updates board policies quarterly with the assistance of the California School Board Association (CSBA). The next update will be completed in the Fall (2010) at which time we will review and revise, if appropriate, policies relating to familial relationships to the board and other employees.

**Finding 4:**

Twenty-two of the 32 Districts do not permit employees to be placed in direct reporting relationships to their relatives. The following 10 Districts stated they do not have a written policy regarding the direct supervisory relationship of related employees.

- Berryessa Union
- Cambrian
- Cupertino Union
- Evergreen
- Luther Burbank
- Milpitas Unified
- Morgan Hill Unified
- Mount Pleasant
- Mountain View Whisman
- Union

**Recommendation 4:** The Boards of the Districts listed in Finding 4 should formulate and implement a policy prohibiting direct employee supervision of spouses and other relatives.

**Response 4:** Not applicable to the GUSD.

**Finding 5:**

The following 18 Districts allow the Superintendent to override the policy of not permitting relatives to be placed in direct reporting relationships to current employees, on a case-by-case basis:

- Alum Rock Union
- Campbell Union
- Campbell Union High School
- East Side Union
- Franklin McKinley
- Loma Prieta Joint Union
- Los Altos
- Los Gatos-Saratoga Joint Union
- Los Gatos Union
- Moreland
- Mountain View-Los Altos
- Oak Grove
- Orchard
- Palo Alto Unified
- San Jose Unified
- Saratoga Union
- Sunnyvale
- Santa Clara County Office of Education

**Recommendation 5:** Boards should adopt a policy of reviewing all Superintendent decisions that override the policy that pertains to the placement of related employees in direct reporting positions.

**Response 5:** Not applicable to the GUSD.

**Finding 6:**

Fourteen of the 32 Districts are aware of and/or document the number and names of related employees- The following Districts do not document this information:

- Alum Rock Union
- Berryessa Union
- Campbell Union
- Cupertino Union
- Eastside Union
- Franklin McKinley
- Fremont Union
- Gilroy Unified
- Loma Prieta Joint Union
- Moreland
- Morgan Hill Unified
- Mount Pleasant
- Mountain View-Los Altos Union
- Oak Grove
- Palo Alto Unified
- San Jose Unified
- Santa Clara Unified
- Santa Clara County Office of Education

**Recommendation 6:** The Boards of the Districts listed in Finding 6 should implement a policy of identifying familial relationships and tracking such data.

**Response 6:** As stated above, the GUSD updates board policies quarterly with the assistance of the California School Board Association (CSBA). The next update will be completed in the Fall (2010) at which time we will review and revise, if appropriate, policies relating to familial relationships to the board and other employees.

**Finding 7:**

Only Los Gatos-Saratoga Joint Union and the Palo Alto Unified Districts responded that they ask about familial relationships on their job applications.

**Recommendation 7:** All Boards should implement measures to identify familial relationships during the hiring process.

**Response 7:** The GUSD will add a question on employment applications regarding whether or not the employee is related to anyone in the district.

Sincerely,



Deborah A. Flores, Ph. D  
Superintendent