



Los Gatos-Saratoga High School District
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GOVERNING BOARD

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September 17, 2010

Members of the 2010-2011 Civil Grand Jury
Santa Clara County Superior Court
191 North First Street
San Jose, CA 95113

FILED

OCT 12 2010

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

Dear Members of the Grand Jury:

Please find the Los Gatos-Saratoga Union High School District's response to the Grand Jury's Final Report, Santa Clara County Schools – **Looking at Policies Our Schools Use to Find and Place Employees**. These responses are filed with the Office of the Honorable **Jamie Jacobs-May**, Presiding Judge, Santa Clara County Superior Court on behalf of the Governing Board for the Los Gatos-Saratoga Joint Union High School District.

**Los Gatos-Saratoga Joint Union High School District
Responses to Findings and Recommendations of the
Grand Jury's Final Report**

Grand Jury Finding 1: Per the Districts' current CBAs, internal applicants are given priority over external applicants who may be better qualified for the job.

Grand Jury 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.

District Response to Finding 1

The Los Gatos-Saratoga Union High School District agrees with Finding 1.

Action: The recommendation has not yet been implemented, but will be implemented in the future. This is an item that will be addressed during negotiations in the 2010-11 school year.

Grand Jury 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.

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

District Response to Finding 2

The Los Gatos-Saratoga Union High School District agrees with Finding 2.

Action: The recommendation has not yet been implemented, but will be implemented in the future. This practice is followed in some departments throughout the district. Administrators and department chairs will meet to discuss implementing this practice when possible.

Grand Jury Finding 3: Twenty-two of the 32 districts have policies covering the hiring of employee and Board relatives

Grand Jury 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.

District Response to Finding 3

The Los Gatos-Saratoga Union High School District agrees with Finding 3.

Action: The recommendation has not yet been implemented, but will be implemented in the future. BP 4312.8, Employment of Relatives, (adopted on November 6, 2007 and revised on June 2, 2009) covers the hiring of relatives, however it does not include a formal process for disclosure of familial relationships to the Board. Language regarding disclosure will be added to the policy.

Response to Finding 4- N/A

Grand Jury Finding 5: Eighteen Districts, including Los Gatos-Saratoga Union High School District, 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.

Grand Jury 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 to Finding 5

The Los Gatos-Saratoga Union High School District disagrees partially with Finding 5.

Explanation: The Los Gatos-Saratoga Union High School District believes that it should not be included in the list of districts allowing the Superintendent to override the

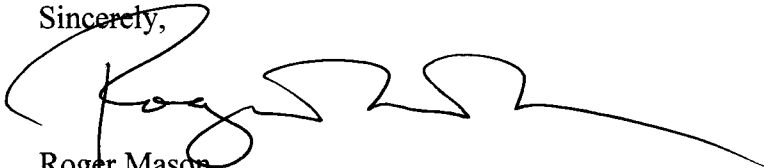
policy of not permitting relatives to be placed in direct reporting relationships to current employees on a case-by-case basis. Per BP 4312.8, Employment of Relatives, the Superintendent may approve related persons to work in the same department or work location, however there is no language allowing the Superintendent to override the policy of not permitting relatives in direct reporting relationships. Only Districts allowing the Superintendent to override the policy should be required to have a policy for reviewing the Superintendent's decisions.

Response to Finding 6-N/A

Response to Finding 7-N/A

Please feel free to contact me if you have questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Roger Mason', with a long horizontal flourish extending to the right.

Roger Mason
President – Board of Trustees
Los Gatos-Saratoga Union High School District