



UNION SCHOOL DISTRICT

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FILED

SEP 28 2010

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

September 27, 2010

Honorable Jamie Jacobs-May, Presiding Judge
Santa Clara County Superior Court
191 North First Street
San Jose, CA 95113

RE: Responses to the recommendations and findings included in the 2009-2010 Santa Clara County Civil Grand Jury Report, Looking at Policies Our Schools Use to Find and Place Employees

Dear Judge Jacobs,

Regarding the Civil Grand Jury's recommendations and findings related to Looking at Policies Our Schools Use to Find and Place Employees, the Campbell Union School District Governing Board respectfully submits the following responses:

Finding 1

Per the District's 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 Campbell Union School District disagrees with this finding. The District uses the Ventures for Excellence tool to screen candidates. Job qualifications, reference checks, employment history, and other considerations are the primary factors used to determine eligibility for employment. Standardized rating forms, consistent questions and panel members, and a point system are used to determine the best candidate.

Finding 2

The Palo Alto Unified School District 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

All Districts should consider adopting interview practices like PASUD which provide opportunities for applicants to demonstrate their teaching skills.

Response 2

The Campbell Union School District partially agrees with this finding. We will consider the PASUD model in the teacher employment process.

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

We do not allow direct supervision, evaluation , or discipline of relatives.

Finding 4

Twenty-two of the 32 Districts do not permit employees to be placed in direct reporting relationships to their relatives.

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

The Campbell Union School District agrees with the recommendation. Our District currently has a policy prohibiting direct supervision of relatives.

Finding 5

Eighteen 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.

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

The Campbell Union School District agrees with this finding.

Finding 6

Fourteen of the 32 Districts are aware of and/or document the number and names of related employees.

Recommendation 6

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

Response 6

The Campbell Union School District partially agrees with this finding and will document and track familial relationships.

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

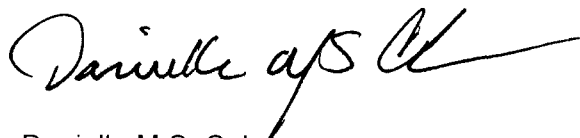
All Boards should implement measures to identify relationships during the hiring process.

Response 7

Campbell partially agrees with this recommendation. Both the classified and certificated job applications ask if any relatives work for the district. No further action is needed.

If you have questions or need further clarification, please contact Ruth Smith, Assistant to Superintendent at (408) 341-7232.

Sincerely,



Danielle M.S. Cohen
Governing Board President
Campbell Union School District