



**MT. DIABLO UNIFIED SCHOOL DISTRICT  
JAMES W. DENT EDUCATION CENTER**

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HUMAN RESOURCES

## **CST Reclassification Committee Recommendations 2021**

### **Reclassification Committee met on May 21, 2021.**

Pursuant to Article 38 of the Contractual Agreement between Mt. Diablo Unified School District and CST Public employees Union Local One/AFSCME, a reclassification review has been completed for classifications submitted by the Reclassification Committee to the Director of Human Resources requesting the following approvals per job descriptions as attached. These reclassification requests will be effective July 1, 2021.

### **Recommendation:**

Administrative Secretary I: Reclassify one (1) Administrative Secretary I to Administrative Secretary II with an increase in range from 491 to 507. Increase in cost from current range to new range is a total cost of \$3,651.00 for one (1) employee. No change in job description. No change in calendar work year.

High School Registrar: Reclassify one (1) High School Registrar to Senior Secretary Alternative/Small Schools with an increase in range from 468 to 477. Increase in cost from current range to new range is a total of \$4,097.00 for one (1) employee. There is a change in job description from the old Necessary Small High School Clerical Support, which did not apply to this employee's situation to the new job description of Senior Secretary Alternative/Small Schools. No change in calendar work year.

Funding: Unrestricted General Funds

Fiscal Impact: Total increased cost for two (2) CST members recommended for reclassification and the reorganization of one (1) job description is \$7,748.00 effective July 1, 2021.

## **2021 Reclassification Requests**

## **From CST Public employees Union Local One/AFSCME**

The following reclassification requests were approved by the Reclassification Committee and reviewed by the Director of Human Resources. The District requests that the following reclassifications be approved and take effect July 1, 2021.

### CST Public Employees Union Local One/AFSCME

Employee ID (FTE)	Employee Name	Current Classification	New Classification	Increased Cost
34683 (1.0)	Janet Richardson	Administrative Secretary I	Administrative Secretary II	\$3,651.00
33764 (1.0)	Hasmig Gregorian	High School Registrar	Small School/Alternative School Clerical Support	\$4,097.00

Total Increased Cost for CST Reclassification \$7,748.00.