

WJUSD Counter Proposal to CSEA
Article 9 Reclassification
9.19.25

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TAID 9.19.25

Article 9. Reclassification

9.1 Reclassification Procedure

9.1.1 The primary purpose of the reclassification procedure shall be to ensure consistent review of duties combined in job descriptions and the work actually performed by bargaining unit members, and to ensure appropriate classification

9.1.2 Reclassification forms will be available on the District's website or in the Human Resources Division. During the month of September, a bargaining unit member and/or their supervisor may petition for a reclassification review through the submission of a completed "Request for Reclassification Review" digital form to the Human Resources Division no later than the last working day of October.

9.1.2.1. (new) Each bargaining unit member is eligible to submit a "Request for Reclassification Review" one year time within a five four three two-year period; unless changes in the law or new technology, or other significant changes in working conditions create additional job duties warranting earlier review. Each bargaining unit member is eligible to submit a "Request for Reclassification Review" after working in the classification for at 130 working days. **[District OK with two-year cycle, but without qualifiers]**

9.1.2.1 9.1.2.2 The bargaining unit member will complete the first section of the reclassification review form and submit it to their supervisor for completion of the second section. If the supervisor does not support the request, the required written justification must be supplied to the reclassification committee with a copy to the employee. The employee may submit a rebuttal in writing to the reclassification committee. Any unit employee may request a meeting with the committee before consideration for the reclassification is made by the committee. The Reclassification Committee shall consist of the following members.

9.3.1 The Reclassification Review Committee will convene a meeting no later than the last working day in November to schedule future dates to conduct a reclassification review, with the initial planning meeting starting no later than the last working day in November January, which will include: **[District OK with November date for sole purpose of setting future dates]**

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