

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.2

Meeting Date: April 5, 2018

Subject: Approve Resolution No. 2997 Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)

Division: Human Resource Services

Recommendation: Approve Resolution No. 2997 Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work.

Each year, school site and departmental administrators meet with the Human Resource and Budget departments to determine staffing needs for the upcoming school year for both classified and certificated employees. During this time, each school site and department's staffing list is reviewed and changes are made based on the following:

- 1) Staffing Needs – To provide maximum flexibility during this time of uncertain budgetary constraints.
- 2) Funding changes – categorical and general funds increase or decrease resulting in the reduction of hours or elimination of a classified position.

- 4) Budget reductions or staffing formula changes – due to budgetary reductions and the potential change in staffing formulas, an increase or decrease of hours or elimination of a classified position may occur.

Board of Education Executive Summary

Human Resource Services

Approve Resolution No. 299 Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work April 5, 2018



~~A~~ x Education Code ~~45114~~ Governing Board may lay off and reemploy classified employees only in accordance with procedures provided by Sections 45298 and 45308.*

- x Education Code 45115*Any person who was subject to being, or was in fact, laid off ~~Employed in the District's public schools shall be placed on the list of persons eligible for reemployment.~~
- x Education Code 45117*see major initiatives
- x Education Code 45298*Persons laid off because of lack of work or lack of funds are eligible to reemployment for a period of 39 months and shall be reemployed in preference
- x Education Code 45298*~~Classified~~ employees shall be subject to layoff for lack of work or lack of funds.*

III. Budget:

Position reductions are needed to assist in addressing the District's declining enrollment, the elimination of certain funds, and staffing needs.

IV. Goals, Objectives and Measures:

Under state law, Education Code §§ ~~6306~~ 614, 45115, 45117, 45298, and 45308, school districts must provide not less than a ~~90~~ 60 day notice to classified employees of a layoff for lack of work or lack of funds. The notice includes effective date, displacement rights, and reemployment rights. Resolution 299 and Exhibit A list the classified positions that will be laid off for the 2018-19 school year.

V. Major Initiatives:

According to Education Code 45117, as a result of the expiration of a specially funded program, classified positions must be eliminated at the end of the year, and classified employees will be

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Human Resource Services

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subject to layoff for lack of funds, the employees to be laid off at the end of the school year shall be given written notice informing them of their layoff effective at the end of the school year and of their displacement rights, if any, and reemployment rights.

In addition, Education Code 45117 states, in part, due

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BOARD OF EDUCATION

RESOLUTION NO. 2997

NOTICE OF LAYOFF – CLASSIFIED EMPLOYEES –

EXHIBIT A

[TO BE COMPLETED BY HUMAN RESOURCES STAFF]