

# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.5

**Meeting Date:** March 7, 2019

**Subject:** Approve Resolution No. 3059: 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)
- Conference/First Reading (Acti2(F)5(-1l(r(s)4(t)n.))TJ 0.00]TJ 0.00]TJ 0.00at8e.0022[d:00

\_\_\_\_\_: Human Resource Services

**Recommendation:** Approve Resolution No. 3059 Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work.

**Background/Rationale:** Based on a lack of work and/or lack of funds, the District will require a reduced number of classified employee positions for the 2019-20 school year. In addition, the District continues to face declining enrollment, possible reduction/elimination of categorical funds, and structural changes.



# Board of Education Executive Summary

## Human Resource Services

### Notice of Layoff: Classified Employees Reduction in Force Due to Lack of Funds and/or Lack of Work

March 7, 2019

#### I. Overview/History of Department or Program

Resolution No.3059– Notice of Layoff: Classified Employees Reduction in Force Due to Lack of Funds and/or Lack of Work proposes to reduce enumerated classified positions due to a lack of work and/or lack of funds.

#### II. Driving Governance:

- x Education Code 45114 “The 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 for lack of work or lack of funds and who elected service retirement from the Public Employees’ Retirement System shall be placed on an appropriate reemployment list.”
- 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 to new applicants.”
- x Education Code 45308 “Classified employees shall be subject to layoff for lack of work or lack of funds.”

#### III. Budget:

Position reductions and/or eliminations 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 §§ 8360, 45114, 45115, 45117, 45298, and 45308, school districts must provide not less than a 60-day notice to classified employees of a layoff for lack of work and/or lack of funds. The notice includes effective date, displacement rights, if any, and reemployment rights. Resolution No.3059 and Exhibit A list the classified positions that will be laid off for the 2019-2020 school year.

#### Major Initiatives:

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

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### Notice of Layoff: Classified Employees Reduction in Force Due to Lack of Funds and/or Lack of Work

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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 to a bona fide reduction or elimination of the service being performed by any department or school site, classified employees shall be subject to layoff for lack of work and/or lack of funds, affected employees shall be given notice of layoff not less than 60 days prior to the effective date of layoff, and informed of their displacement rights, if any, and reemployment rights.

#### VI. Results:

Resolution No. 3059 will provide layoff notices to central office and school site classified employees informing them of their layoff effective at the end of the school year. With approval of this resolution, the Chief Human Resources Officer will take all actions to send appropriate notices to all employees whose position shall be affected by layoff.

#### VII. Lessons Learned/Next Steps:

Approve Resolution No. 3059 Notice of Layoff: Classified Employees Reduction in Force Due to Lack of Funds and/or Lack of Work.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

RESOLUTION NO. 3059

NOTICE OF LAYOFF: CLASSIFIED EMPLOYEES

\_\_\_\_<sup>th</sup> day of March, 2019, by the following vote

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

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Jessie Ryan  
President of the Board of Education

ATTESTED TO:

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Jorge A. Aguilar  
Secretary of the Board of Education

RESOLUTION NO. 3059

EXHIBIT A

WILL BE PROVIDED AT THE BOARD MEETING