

# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.8

Meeting Date : February 20, 2020

Subject : Approve Resolution No. 3123 : 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 (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

Division : Human Resource Services

Recommendation : Approve Resolution No. 3123 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 2020-21 school year.  
In addition, the District continues to face declining enrollment.

Each year, the District undergoes a process of reviewing available information and  
engaging in cross-departmental collaborations with school sites to assist in identifying  
staffing needs for the upcoming school year. These meetings explore:

- 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.
- 3) Academic program changes – the school site may change an academic focus  
resulting in the reduction of hours or elimination of a classified position.

Prior to determining the layoff of classified employees, a review of current vacant positions is conducted. That review enables Human Resource Services staff to assign a displaced employee to a vacant position; therefore, a layoff does not occur. If there are no vacancies, classified employees are noticed for layoff. Meetings with each classified . 04 Tc 02 T7

# 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

February 20, 2020



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

Resolution No.

# 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

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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

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BO 8T>BD(,Of d(C)118-C(0)-43K110S45114, 45115, WHEREAS 45298 and 45308 require that notice of layoff for lack of funds and/or lack of work be provided to classified employees and set forth the procedures for laying off and reemploying such employees

WHEREAS, 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 funds and/or lack of work, and 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

WHEREAS, the Superintendent has recommended that the positions for the classified employees set forth in Exhibit A be reduced or eliminated for the 2020-2021 school year. The Board of Education directs the Superintendent or his authorized designee to give notice to the affected employees not less than 60 days prior to the effective date of layoff due to a lack of funds and/or lack of work and of their displacement rights, if any, and reemployment rights

NOW, THEREFORE BE IT RESOLVED, The Superintendent or his authorized designee shall take all appropriate action needed pursuant to the applicable provisions of the

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20

th day of February 2020, 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

EXHIBIT A

WILL BE PROVIDED AT THE BOARD MEETING