

**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

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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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I. Overview/History of Department or Program

Resolution No.

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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

EXHIBIT A

WILL BE PROVIDED AT THE BOARD MEETING