



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 10.1

**Meeting Date:** April 3, 2014

**Subject:** Approve

Prior to determining the layoff of classified employees, a review of 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, the layoff process is initiated. Meetings with each classified bargaining unit will be scheduled to discuss the effects of layoff.

Under state law, Education Code §§ 45114, 45115, 45117, 45298, and 45308, school districts must provide not less than 60 days' notice to classified employees of a layoff. The notice includes the effective date, displacement rights, and reemployment rights. Resolution No. 2791 and Exhibit A list the classified positions that will be laid off for the 2014-15 school year.

The District will continue to identify alternative solutions to ensure the least or a minimal impact on employees of the District. As decisions are made regarding the District's budget for 2014-2015, additional funding may become available, new positions may be identified and/or positions that were eliminated may be reinstated.

**Financial Considerations:** Budget reductions needed to assist in addressing the lack of funds.

**Documents Attached:**

- 1) Board of Education Executive Summary
- 2) Resolution No. 2791
- 3) Exhibit A will be available at the Board meeting.

**Estimated Time of Presentation:** 3 minutes

**Submitted by:** Ken A. Forrest, Chief Business Officer  
Cancy McArn, Assistant Superintendent  
Human Resources and Employee Compensation

**Approved by:** Sara Noguchi, Ed.D., Interim Superintendent

# Board of Education Executive Summary

## Business Services: Human Resources

Classified Layoff

April 3, 23014

### I. OVERVIEW / HISTORY

Resolution #2791 – Notice of Layoff - Classified Employees Reduction in Force Due to Lack of Funds/or Lack of Work proposes to reduce enumerated classified positions due to a lack of work and/or lack of funds.

### II. DRMING 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 and shall be eligible for reemployment for a period of 39 months and shall be reemployed in preference to new applicants.”



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

RESOLUTION NO. 2791

NOTICE OF LAYOFF – CLASSIFIED EMPLOYEES Code §§45114, 45115, 45117, 45298 and 45299  
WHEREAS, employees of the District shall be provided for lack of funds and/or lack of work be provided to classified employees procedures for laying off and reemploying such employees

WHEREAS, due to a bona fide reduction or elimination of the service by any department, classified employees shall be subject to layoff for 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 reemployment rights; and

WHEREAS, the Interim Superintendent has recommended that the following classified employees shall be laid off or eliminated for the 2014-2015 fiscal year. The Board of Education directs the Interim Superintendent or authorized representative 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, any, and reemployment rights

NOW, THEREFORE, BE IT RESOLVED, that it shall be necessary for the Board of Education to take all appropriate action needed pursuant to the provisions of the Sacramento City Unified School District Code

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 3

<sup>rd</sup> day of April, 2014, by the following vote

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

\_\_\_\_\_  
Patrick Kennedy  
President of the Board of Education

ATTESTED TO:

\_\_\_\_\_  
Sara Noguchi, Ed.D.  
Secretary of the Board of Education

EXHIBIT A

[To Be Hand Delivered April 3, 2014]