



# SACRAMENTO OFFICE OF THE MAYOR Meeting Date 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. 3056 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 of categories to funds, including structural changes possible

Each year, the Budget Department determine staffing needs for the upcoming school year for both classified staff and certificated employees. Changes this time are based on

- 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.

- 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.

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, classified employees are noticed for layoff. Meetings with each classified bargaining unit will be scheduled to discuss the effects of layoff.

Under state law, Education Code §§ 8366, 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, if any, and reemployment rights. Resolution #3056 and Exhibit A lists the positions that will be laid off for the 2019-20 school year



# Board of Education Executive Summary

## Human Resource Services

Approve Resolution No. 3056: Notice of Layoff: Classified Employees –  
Reduction in Force Due to Lack of Funds and/or Lack of Work  
February 21, 2019



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 3056**

**NOTICE OF LAYOFF: CLASSIFIED EMPLOYEES**

<sup>st</sup> day of February, 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

## EXHIBIT A