MEMORANDUM
March 8, 2017

TO: Anthony J. Martinez, Ph.D., Interim Superintendent

FROM: Angel E. Gallardo, Ed.D., Assistant Superintendent, Human Resources
       Marlene Marin Pitchford, Director, Classified Human Resources

SUBJECT: Resolution 38 (2016/2017) LAYOFF/REDUCTION OF CLASSIFIED SERVICE

Due to a lack of work and/or lack of funds, it is necessary to adopt a resolution for the layoff/reduction in hours of classified service.

The attached resolution has been developed for the Board to adopt in order to make necessary layoff/reduction in hours in the classified service.

It is recommended that the Board adopt the following motion:

That the Board of Education adopt Resolution 38 (2016/2017), Layoff/Reduction in Hours in the Classified Service.

Approved for presentation to the Board of Education: March 13, 2017

Marlene M. Pitchford
Director
Classified Human Resources

Anthony J. Martinez, Ph.D.
Interim Superintendent of Schools
Secretary to the Board of Education

Angel E. Gallardo, Ed.D.
Assistant Superintendent
Human Resources
MONTEBELLO UNIFIED SCHOOL DISTRICT
LAYOFF/REDUCTION IN HOURS IN THE CLASSIFIED SERVICE

RESOLUTION #38 (2016/2017)

WHEREAS, due to lack of work and/or lack of funds, this Board hereby finds it necessary and in the best interest of the Montebello Unified School District, that certain services now being provided by the District be reduced and/or eliminated to the following extent.

Elimination of the following classified positions:

One (1) 8-hour, 12-month, Attendance Specialist position
Three (3) 8-hour, 10-school month, Campus Security Officer positions
One (1) 8-hour, 12-month, Expediter position
One (1) 8-hour, 12-month, Education Technology and District Web Coordinator position
Two (2) 8-hour, 12-month, Facilities Project Coordinator positions
One (1) 8-hour, 12-month, G Print Shop Operations Coordinator position
One (1) 8-hour, 12-month, Grounds Maintenance Crew Leader position
One (1) 7-hour, 10-school month, IA Literacy position

Total unrestricted classified positions eliminated: Nine (9)
Approximate savings: $781,435

Total restricted classified positions eliminated: Two (2)
Approximate savings: $171,213

Elimination of the following classified management, supervisory, or confidential positions:

One (1) 8-hour, 12-month, Department Finance Manager position
One (1) 8-hour, 12-month, Construction Supervisor position

Total unrestricted classified management, supervisory, or confidential positions eliminated: One (1)
Approximate savings: $148,749

Total restricted classified management, supervisory, or confidential positions eliminated: One (1)
Approximate savings: $125,995
NOW, THEREFORE, BE IT RESOLVED, that the Interim Superintendent or designee be and hereby is authorized and directed to give notice of layoff/reduction in hours to all such affected classified employees pursuant to the applicable provisions of the Education Code and the Agreement between Montebello Unified School District and the California School Employees Association, Chapter 505.

BE IT FURTHER RESOLVED that the Interim Superintendent or his designee is authorized and directed to notify the affected employees not later than sixty (60) days prior to the effective date of the reduction set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board on March 13, 2017 by the following votes:

Ayes:
Noes:
Absent:

Governing Board of Montebello Unified School District

By: __________________________
    Joanna Flores
    Clerk of the Governing Board