

Hollister School District

Discussion on Lay-Off Process: Certificated and Classified Staff

January 25, 2022
Regular Board Meeting



This document and presentation is per the Board's request. This presentation does not initiate a lay-off process.

Staff

**Hollister School District has
Classified staff, certificated staff,
unrepresented staff (administrators and
confidential staff)**

Classified Staff

Lack of work or lack of funds

***AB 438 (effective 1/1/2022)- changed the classified
layoff process***

Classified Staff

The District must provide notice by March 15 that a school district intends to recommend a permanent employee be laid off, stating the reasons.

**The notice of termination to employees to be laid off must be provided before May 15th.
(exception: specially funded program, then it is a 60 day notice)**

Classified Staff

Staff must provide a permanent employee with both the notice and an opportunity to a hearing, before an administrative law judge (ALJ), to determine whether there is cause for not re-employing each laid off employee. The ALJ's decision must be provided to both the Board and the employee before May 7th, there are some exceptions to this date. A final notice must be provided by May 14th.

The expense of the process is paid for by the District.

Classified Staff

Other considerations:

Board discussion of layoff

Bumping

Negotiate impacts of layoff

Seniority list

Budget

***Compassion**

Certificated Staff

The expense of the process is paid for by the District.

Permanent or probationary staff, can be laid off if the school board determines that economic circumstances require decreasing the number of permanent employees.

Particular kind of service(s): can be identified

Certificated Staff

Identified staff must be personally given or sent by registered mail, written notice that they will be laid off by March 15th. This notice will ask staff if they are interested in a hearing.

Staff will have a time window to let the District know that they are interested in participating in a hearing.

District statement of reduction in force, this is the District's response to the request for a hearing.

Certificated Staff

Notice of participation: within a timeline, the staff will notify the District of participation

An administrative law judge (ALJ) will preside over the hearing and make a determination over the district's proposed layoff list. The ALJ will give his/her decision to the Board and employees by May 7th.

The Board will have until May 15th to review the ALJ's decision and issues its decision on final layoff notices to employee (personal delivery or registered mail).

Certificated Staff

Other considerations:

Board discussion of lay-off

Skipping or bumping criteria

Negotiate impacts of layoff

Seniority list

Budget

***Compassion**

Questions?

