

Attendees will also be added to the SSC HR Listserv



## Planning for Reductions in Force—A Two-Hour Webinar

### ABOUT THE WEBINAR

Prior to the Coronavirus pandemic, more than half of all local educational agencies (LEAs) experienced declining enrollment trends. In addition, the current pandemic-induced recession resulted in a precipitous decline in the Proposition 98 minimum guarantee in the middle of 2019–20 that resulted in deferrals in the 2020–21 State Budget. Absent a robust recovery and a vaccine and effective therapies for COVID-19, declining enrollment trends are forecasted to continue and the 2021–22 budget for education is likely to include additional deferrals or spending cuts.

Under a best case, flat funding scenario, the cost of step and column movement as well as increases in health care and pension costs will drive the need to make fiscal adjustments. In 2018–2019 the LEA statewide average personnel expenditures were 85% of unrestricted funding, which necessitates the examination of staffing adjustments as the first consideration when addressing budget deficits. LEAs with lower-than-average reserves, declining enrollment, deficit spending, or a combination of these circumstances, are likely already contemplating reductions in force for the 2021–2022 fiscal year.

This webinar will assist human resources (HR) and business staff in pre-lay-off planning for certificated and classified staffing reductions that start well in advance of the first statutory deadline of March 15 and long before you call in your labor attorney. In addition to statutory information, topics covered will focus on best practices and sound methodology in implementing precise and accurate layoff processes. The webinar will be full of resources including, but not limited to, sample resolutions and notice templates, sample bumping scenario worksheets, sample forms, communication documents, and planning checklists. Attendees will also be added to the SSC HR Listserv for networking opportunities with other LEA HR professionals and to receive new information as it unfolds.

### WEBINAR TOPICS WILL INCLUDE:

- Reducing particular kind of certificated service
- Eliminating or reducing classified positions in assigned time
- Negotiating impacts of layoffs
- Preparing resolutions, skipping criteria, and bumping lists
- Administrator and classified management reduction procedures
- Notice requirements and methods of services
- Seniority list management, hearing rights, and rehire rights

### PRESENTED BY:

**Danyel Conolley**

Director, Management Consulting Services

**Suzanne Speck**

Executive Vice President

### DATE AND TIME:

**January 21, 2021**

9:00 a.m. – 11:00 a.m.

### WEBINAR FEE:

**Client Fee:**

\$195 per attendee

**Nonclient Fee:**

\$390 per attendee

### WEBINAR REGISTRATION:

**Online** through our website at [www.sscal.com/workshops](http://www.sscal.com/workshops)

**Email** a completed registration form (including purchase order or credit card number) to [michelleb@sscal.com](mailto:michelleb@sscal.com)

**Mail** completed registration form to Michelle Berge, Event Coordinator  
School Services of California Inc.  
1121 L Street, Suite 1060  
Sacramento, California 95814  
(916) 446-7517



**Planning for Reductions  
in Force—A Two-Hour  
Webinar**

*An Employee-Owned Company*

DATE AND TIME:

**Online Webinar January 21, 2020**

**Program Begins: 9:00 a.m. ■ Program Adjourns: 11:00 a.m.**  
To confirm registration, please send an email to: michelleb@sscal.com

<b>District/Organization:</b>			<b>Contact Person:</b>	
<b>Address:</b>	<b>City:</b>	<b>Zip:</b>	<b>Contact's Phone Number:</b>	
<b>Phone Number:</b>		<b>Fax Number:</b>	<b>Extension:</b>	
			<b>Contact's Email Address:</b>	

<b>Attendee #1 Name (required):</b>		<b>Attendee #3 Name (required):</b>	
<b>Attendee #1 Email Address (required):</b>		<b>Attendee #3 Email Address (required):</b>	
<b>Attendee #2 Name (required):</b>		<b>Attendee #4 Name (required):</b>	
<b>Attendee #2 Email Address (required):</b>		<b>Attendee #4 Email Address (required):</b>	

<b>REGISTRATION</b>	<b>CLIENT FEE</b>	<b>NONCLIENT FEE</b>
<p><b>Online</b> through our website at <a href="http://www.sscal.com/workshops">www.sscal.com/workshops</a></p> <p><b>Fax</b> completed registration form (including P.O. or credit card number) to (916) 245-3645</p> <p><b>Email</b> completed registration form to <a href="mailto:michelleb@sscal.com">michelleb@sscal.com</a></p> <p><b>Mail</b> completed registration form to Michelle Berge, Event Coordinator School Services of California, Inc., 1121 L Street, Suite 1060, Sacramento, CA 95814</p>	<p>_____ <b>Attendee(s) @ \$195</b></p> <p><b>TOTAL: \$</b> _____</p>	<p>_____ <b>Attendee(s) @ \$390</b></p> <p><b>TOTAL: \$</b> _____</p>

<b>PAYMENT OPTIONS</b>	<b>CHECK PAYMENT</b>	<b>PURCHASE ORDER/CREDIT CARD PAYMENT</b>
<p>(Note: Registration <i>will not be accepted</i> without a method of payment indicated.)</p> <p><input type="checkbox"/> Check enclosed. Make checks payable to School Services of California, Inc. Check # _____</p> <p><input type="checkbox"/> Credit card authorization—MasterCard® or Visa® only. Cardholder name: _____ Account #: _____ Exp. Date: _____</p> <p><input type="checkbox"/> Purchase order #: _____ (A fax copy of the purchase order is an acceptable form of payment.)</p>	<p>If you are prepaying by check, please mail with a copy of the registration form to:</p> <p>School Services of California, Inc. P.O. Box 516613 Los Angeles, CA 90051-0599</p> <p><b>Note: For faster processing, please also email or fax your registration form with a copy of the check.</b></p>	<p>If you are paying with a credit card or have a purchase order, please fax the registration form to (916) 245-3645 or email it to <a href="mailto:michelleb@sscal.com">michelleb@sscal.com</a></p> <p>Or send by mail to:</p> <p>Michelle Berge, Event Coordinator School Services of California, Inc. 1121 L Street, Suite 1060 Sacramento, CA 95814</p>

**Please Note: Cancellations received after 5:00 p.m. the Friday before the webinar will be charged the full webinar fee. If you have a cancellation, please email [michelleb@sscal.com](mailto:michelleb@sscal.com) and you will be given a cancellation number. This number should be retained for your records. Please call Michelle Berge at (916) 446-7517 or send an email to [michelleb@sscal.com](mailto:michelleb@sscal.com) if you have any questions.**