



REGISTRATION OPEN

March 15: Certificated/Classified Layoffs and Staffing Decisions



January 17, 2024 • 1:30 p.m. – 4:00 p.m.

Access Center, Room 116, 1330 Truxtun Avenue, Bakersfield, CA

Schools Legal Service will present an informative workshop covering each important topic involved in a certificated and classified layoff and other staffing changes associated with March 15 deadlines. It is strongly encouraged that each district establishes its "Layoff Team" in advance of this workshop. A "Layoff Team" should include all individuals who will work on any phase of a layoff including: the Superintendent, Human Resources/Personnel Director, CBO, and support staff who assist in the preparation and dissemination of layoff-related documents. Each "Layoff Team" member is invited to attend the workshop. The presentation will focus on the following critical aspects of a layoff and other staff changes:

WHO SHOULD ATTEND

Superintendents,
Assistant Superintendents,
Human Resources/
Personnel Directors,
CBOs and Support Staff

- Creating accurate district-wide seniority lists
- Utilizing staff surveys
- Budgetary impacts of layoffs
- Documentation, deadlines, and procedures related to the implementation of successful layoffs
- Procedures for administrator reassignments
- Procedures for non-reelections of probationary employees

Please return registration form by US mail or email. Checks should be made payable to Schools Legal Service.

PLEASE RETURN YOUR REGISTRATION BY JANUARY 12, 2024.

No cost to SLS JPA member districts. \$75 workshop fee for non-JPA member districts. Please register:

Email: sls@kern.org
Attention: Cindy Jackson

Schools Legal Service
Post Office Box 2445
Bakersfield, CA 93303

For more information:
Phone: (661) 636-4830
www.schoolslegalservice.org

NAME OF PARTICIPANT _____	EMAIL _____
NAME OF PARTICIPANT _____	EMAIL _____
NAME OF PARTICIPANT _____	EMAIL _____
DISTRICT OR ENTITY _____	

Non-JPA member district attendees @ \$75 each \$ _____