



Putting
Children
First

Sacramento City Unified School District

BOARD OF EDUCATION

Special Board Meeting

Board of Education Members

Tara Jeane, President (Trustee Area 1)
Taylor Kayatta, Vice President (Trustee Area 6)
April Ybarra, Second Vice President (Trustee Area 4)
Jasjit Singh (Trustee Area 2)
Jose Navarro (Trustee Area 3)
Chinua Rhodes (Trustee Area 5)
Michael Benjamin (Trustee Area 7)
Maggie Kemper, Student Board Member

Thursday, February 12, 2026

5:00 p.m. Open Session

Serna Center

Community Conference Rooms
5735 47th Avenue
Sacramento, CA 95824

AGENDA

2025/26-19

5:00 p.m. **1.0 OPEN SESSION / CALL TO ORDER**

5:02 p.m. **2.0 PUBLIC COMMENT ON AGENDA ITEMS ONLY**

NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION

Members of the public may address the Board on-agenda items only. Public comment may be (1) emailed to publiccomment@scusd.edu; (2) submitted in writing through the District's website at <https://www.scusd.edu/submit-public-comment>; or (3) provided in-person at the meeting. The submission deadline for written public comments shall be no later than noon on the day of the meeting. If you intend to address the Board in-person, please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. Individual with comments on general school district issues that are not listed on the agenda for this special board meeting may be addressed at a regularly scheduled meeting of the governing board. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

5:17 p.m. **3.0 CLOSED SESSION**

3.1 Government Code 54957 – Public Employee
Discipline/Dismissal/Release/Complaint

3.2 Government Code 54956.9 - Conference with Legal Counsel:
a) Significant exposure to litigation pursuant to subdivision (d)(2) of Government
Code section 54956.9 (One Potential Case)

3.3 Government Code section 54957—Public Employee Performance Evaluation
Title: Superintendent

6:17 p.m. **4.0 RECONVENE INTO OPEN SESSION**

6:19 p.m. **5.0 REPORT OUT FROM CLOSED SESSION**

6.0 BOARD WORKSHOP/ STRATEGIC INITIATIVE

6:20 p.m.	6.1 District Position Reduction and Impact Processes (Jake Hansen)	Information 5 minute presentation 10 minute discussion
6:35 p.m.	6.2 Resolution No. 3555: Resolution to Eliminate Certificated Employees Due to a Reduction of Particular Kinds of Service (Jake Hansen)	Action 5 minute presentation 5 minute discussion
6:45 p.m.	6.3 Resolution No. 3556: Resolution of Determination for Tie-Breaking Criteria (Jake Hansen)	Action 5 minute presentation 5 minute discussion
6:55 p.m.	6.4 Resolution No. 3557: Resolution to Determine Criteria for Deviation From Terminating a Certificated Employee in Order of Seniority (“Skipping” Criteria) (Jake Hansen)	Action 5 minute presentation 5 minute discussion
7:05 p.m.	6.5 Resolution No. 3558: Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or of Work (Jake Hansen)	Action 5 minute presentation 5 minute discussion
7:15 p.m.	6.6 Resolution No. 3560: Notice of Layoff: Preschool Employees- Reduction in Force Due to Lack of Funds and/or of Work (Jake Hansen)	Action 5 minute presentation 5 minute discussion
7:25 p.m.	7.0 ADJOURNMENT	

NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 24 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education less than 24 hours in advance of the meeting and relating to an open session item are available for public inspection at 5735 47th Avenue at the Front Desk Counter and on the District’s website at www.scusd.edu



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.1

Meeting Date: February 12, 2026

Subject: District Position Reduction and Impact Processes

- ☒ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

Division: Human Resource Services

Recommendation: N/A

Background/Rationale: This informational item is presented to provide the Board of Education with an overview of the statutory, contractual, and operational framework guiding position reductions, as well as the District's commitment to implementing these actions in a manner that is legally compliant, fiscally responsible, and respectful of employees, and the communities served.

Each year, the District evaluates its staffing levels to ensure alignment with enrollment, program needs, and available financial resources. When projected revenues, student enrollment, or programmatic priorities require adjustments, the District may need to implement position reductions. These actions are governed by California Education Code, applicable collective bargaining agreements (CBAs), and established District procedures designed to ensure fairness, transparency, and compliance with legal requirements.

Financial Considerations: N/A

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director, Employee Relations

Approved by: Cancy McArn, Interim Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.2

Meeting Date: February 12, 2026

Subject: Approve Resolution No. 3555: Resolution to Eliminate Certificated Positions Due to a Reduction of Particular Kinds of Service

- ☐ Information Item 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. 3555 Resolution to Eliminate Certificated Positions Due to a Reduction of Particular Kinds of Service

Background/Rationale: Staff recommends the reduction and/or elimination of particular kinds of services provided by certificated employees due to declining enrollment, ensuring the District's long-term fiscal health, and District program needs.

Resolution No. 3555 includes reference to Exhibit A which identifies positions to be eliminated due to a reduction of particular kinds of services.

Financial Considerations: Budget reductions needed to assist in addressing the District's declining enrollment, ensuring the District's long-term fiscal health, and District program needs.

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

1. Executive Summary
2. Resolution No. 3555

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director of Employee Relations

Approved by: Candy McArn, Interim Superintendent

Board of Education Executive Summary

Human Resource Services

Eliminate Certificated Positions Due to a Reduction of Particular Kinds of Service

February 12, 2026



I. Overview/History of Department or Program

Due to declining enrollment, ensuring the District's long-term fiscal health, and District program needs, the District must prepare to reduce and/or eliminate particular kinds of services provided by certificated employees at the end of the 2025-2026 school year. Accordingly, the District seeks to eliminate the services listed in Exhibit A to the attached Resolution No. 3555 pursuant to Education Code section 44955.

Resolution No.3555 includes reference to Exhibit A which identifies positions to be eliminated due to a reduction of particular kinds of services.

With the reduction of these positions, the District ensures to reduce the amount of impacted staff based on known attrition, current vacancies, and the availability of one-time funds.

II. Driving Governance:

Education Code section 44955 permits the board to reduce or discontinue particular kinds of services for the upcoming school year. If employees may be subject to layoff due to a reduction of particular kinds of services, Education Code section 44949 requires that impacted employees be issued a precautionary/preliminary layoff notice by March 15 and also be informed of their right to request a hearing on their layoff.

III. Budget:

Position reductions are needed to assist in addressing the District's declining enrollment, reduced funding, the District's long-term fiscal health, and District program needs.

IV. Goals, Objectives and Measures:

Reduction of particular kinds of services (PKS) and/or decline in average daily attendance (ADA) are the two methods generally used as a basis for a certificated layoff based on Education Code 44949 and 44955. A PKS layoff is when the Board of Education decides to eliminate or reduce programs, services or classes (i.e., counseling, foreign language). The District has determined and identified the particular kinds of services(PKS) to be reduced. That information is contained in Resolution No. 3555.

Board of Education Executive Summary

Human Resource Services

Eliminate Certificated Positions Due to a Reduction of Particular Kinds of Service

February 12, 2026



V. Major Initiatives:

Exhibit A to the attached resolution is the recommended reduction of services to take effect at the end of the 2025-2026 school year and specifically lists the services to be reduced.

While positions identified in Resolution No. 3555 are being reduced, the District ensures to reduce the amount of impacted staff based on known attrition and current vacancies.

VI. Results:

With the adoption of Resolution No. 3555, staff will be directed to close positions as identified in Resolution No. 3555. While positions identified in Resolution No. 3555 are being reduced, the District ensures to minimize the impact on staff based on known attrition and current vacancies.

VII. Lessons Learned/Next Steps:

Approve Resolution No. 3555 - Resolution to Eliminate Certificated Positions Due to a Reduction of Particular Kinds of Service, where positions will be closed for the upcoming 2026-2027 school year.

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

RESOLUTION NO. 3555

**ELIMINATE CERTIFICATED POSITIONS DUE TO A REDUCTION
OF PARTICULAR KINDS OF SERVICES**

WHEREAS, the Board of Education of the Sacramento City Unified School District has determined that it shall be necessary to reduce or discontinue the particular kinds of services of the District as itemized in Exhibit "A" at the close of the current school year; and

WHEREAS, it shall be necessary to eliminate at the end of the 2025-2026 school year, and for the 2026-2027 school year, particular kinds of services;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent or designee is directed to close the positions as noted in Exhibit "A". Nothing herein shall be deemed to confer any status or rights upon temporary or categorically funded certificated employees beyond those specifically granted to them by statute.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 12th day of February, 2026, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Tara Jeane
President of the Board of Education

ATTESTED TO:

Cancy McArn
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.3

Meeting Date: February 12, 2026

Subject: Approve Resolution No. 3556: Determination for Tie-Breaking Criteria

- ☐ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☒ Action
- ☐ Public Hearing

Division: Human Resource Services

Recommendation: Approved Resolution No. 3556: Determination for Tie-Breaking Criteria

Background/Rationale:

Pursuant to provisions of Education Code section 44955, the Board of Education is required to determine the District needs should it become necessary to determine the order of termination for employees who first rendered paid service to the District on the same day.

For the 2025-2026 school year only, to meet the requirements of section 44955, the Board of Education determines the needs of the District and the students by establishing tie breaking criteria.

Financial Considerations: Budget reductions needed to assist in addressing the District's declining enrollment, the elimination of certain funds, the District's long term fiscal health, and District program needs.

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

1. Resolution No. 3556

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director of Employee Relations

Approved by: Cancy McArn, Interim Superintendent

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

RESOLUTION NO. 3556

**RESOLUTION OF DETERMINATION FOR TIE-BREAKING
CRITERIA**

Pursuant to provisions of Education Code section 44955, the Board of Education is required to determine the District needs should it become necessary to determine the order of termination for employees who first rendered paid service to the District on the same day.

For the 2026-2027 school year only, to meet the requirements of section 44955, the Board of Education determines the needs of the District and the students by establishing the following tie-breaking criteria:

The following rating system shall be applied in determining the order of termination of certificated employees:

Category I - Professional Preparation

Each single subject, multiple subject or service credential.....	3 points per
Each supplemental or subject matter authorization	1 point per
Each limited assignment permit	1 point per
Doctorate degree held	1 point per degree
Master's degree held	1 point per degree
National Board certification	1 point per

If there is still a tie after applying the above criteria, then Category II will be utilized.

Category II - Lottery

In the event that employees with common dates of hire have equal qualifications based on application of the above criteria, the District will then break ties by utilizing a lottery.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 12th day of February 2026, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Tara Jeane
President of the Board of Education

ATTESTED TO:

Cancy McArn
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.4

Meeting Date: February 12, 2026

Subject: Approve Resolution No. 3557: Determine Criteria for Deviation from Terminating a Certificated Employee in Order of Seniority ("Skipping" Criteria)

- ☐ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☒ Action
- ☐ Public Hearing

Division: Human Resource Services

Recommendation: Approved Resolution No. 3557: Determine Criteria for Deviation from Terminating a Certificated Employee in Order of Seniority ("Skipping" Criteria)

Background/Rationale:

Pursuant to the provisions of Education Code section 44955, subdivision (d), the District may deviate from terminating a certificated employee in order of seniority ("skipping") if the District demonstrates:

(1) a specific need for personnel to teach a specific course or course of study, (2) the certificated employee has special training and experience necessary to teach that course or course of study, which others with more seniority do not possess, and (3) for purposes of maintaining or achieving compliance with constitutional requirements related to equal protection of the laws.

For the 2026-2027 school year only, to meet the requirements of Education Code section 44955, the Board of Education determines the needs of the District and the students by establishing the skipping criteria.

Financial Considerations: Budget reductions needed to assist in addressing the District's declining enrollment, the elimination of certain funds, the District's long term fiscal health, and District program needs.

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

1. Resolution No. 3557

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director of Employee Relations

Approved by: Cancy McArn, Interim Superintendent

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

RESOLUTION NO. 3557

**RESOLUTION TO DETERMINE CRITERIA FOR DEVIATION FROM
TERMINATING A CERTIFICATED EMPLOYEE IN ORDER OF SENIORITY
("SKIPPING" CRITERIA)**

Pursuant to the provisions of Education Code section 44955, subdivision (d), the District may deviate from terminating a certificated employee in order of seniority ("skipping") if the District demonstrates: (1) a specific need for personnel to teach a specific course or course of study, (2) the certificated employee has special training and experience necessary to teach that course or course of study, which others with more seniority do not possess, and (3) for purposes of maintaining or achieving compliance with constitutional requirements related to equal protection of the laws.

For the 2026-2027 school year only, to meet the requirements of Education Code section 44955, the Board of Education determines the needs of the District and the students by establishing the skipping criteria attached as Exhibit A.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 12th day of February 2026, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Tara Jeane
President of the Board of Education

ATTESTED TO:

Candy McArn
Secretary of the Board of Education

RESOLUTION NO. 3557
EXHIBIT A
("Skipping")

For the 2026-2027 school year, to meet the requirements of Education Code section 44955, the Board of Education determines the needs of the District and the students by establishing the following skipping criteria:

- A. Individuals fully-credentialed serving in classes requiring Bilingual Cross-Cultural Language and Development ("BCLAD") certification, to the extent necessary to staff BCLAD required positions.
- B. Individuals fully-credentialed to serve in a Special Education assignment. For purposes of this criteria, a "Special Education assignment" does not include an Adapted Physical Education assignment.
- C. Individuals fully-credentialed serving in a Transitional Kindergarten class requiring a Multiple Subjects credential and one of the following; to the extent necessary to staff Transitional Kindergarten positions.
 - At least 24 units in early childhood education, childhood development, or both.
 - A child development teacher permit, or an early childhood education specialist credential, issued by the Commission on Teacher Credentialing.
 - As determined and documented by the local educational agency employing the teacher, professional experience in a classroom setting with preschool age children meeting the criteria established by the governing board or body of the local educational agency that is comparable to the 24 units of education.
 - Served as the credentialed teacher of record in a transitional kindergarten classroom for the equivalent of one complete school year.
 - Served as the credentialed teacher of record in an elementary or preschool age setting for the equivalent of three complete school years and 12 units early childhood education, or childhood development, or both.

For purposes of the above-referenced criteria, "fully-credentialed" is defined to mean an employee who possesses a preliminary, clear, or internship credential.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.5

Meeting Date: February 12, 2026

Subject: Approve Resolution No. 3558: Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work

- ☐ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☒ Action
- ☐ Public Hearing

Division: Human Resource Services

Recommendation: Approved Resolution No. 3558: 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, and to ensure the District's long-term fiscal health the District will require a reduced number of classified employee positions for the 2026-2027 school year.

Each year, the District undergoes a process of reviewing available information and engaging in cross-departmental collaborations with school sites to assist in identifying staffing needs for the upcoming school year. These meetings explore:

- 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 current vacant positions and known attrition is conducted. That review enables Human Resource Services staff to assign a displaced employee to a vacant position; therefore, a layoff does not occur. Meetings with the appropriate bargaining unit will be scheduled to discuss the effects of the layoff.

Effective January 2021 Assembly Bill 438, the classified layoff process changed. Under Education Code sections 45114, 45115, 45117, 45298, and 45308, school districts must notify employees identified for layoff by March 15 that they will be laid off at the end of the current school year. These employees must also be notified of their opportunity to request a hearing on their layoff. Under Education Code section 45117, when classified positions must be eliminated as a result of the expiration of a specially funded program, the employees to be laid off shall be given written notice not less than 60 days prior to the effective date of their layoff informing them of their layoff date and their displacement rights, if any, and reemployment rights. Resolution No. 3558 and Exhibit A lists the positions that will be laid off for the 2026-2027 school year and thereafter.

Financial Considerations: Budget reductions needed to assist in addressing the District's declining enrollment, the elimination of certain funds, the District's long term fiscal health, and District program needs.

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

1. Executive Summary
2. Resolution No. 3558
3. Exhibit A: will be provided on or before February 12, 2026

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director of Employee Relations

Approved by: Candy McArn, Interim Superintendent

Board of Education Executive Summary

Human Resource Services

Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work
February 12, 2026



I. Overview/History of Department or Program

Resolution No. 3558 – Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work

District administration proposes to reduce enumerated classified positions due to a lack of work and/or lack of funds.

II. Driving Governance:

- Education Code 45114 – “The Governing Board may lay off and reemploy classified employees only in accordance with procedures provided by Sections 45298 and 45308.”
- Education Code 45308 – “Classified employees shall be subject to layoff for lack of work or lack of funds.”
- Education Code 45115 – “Any person who was subject to being, or was in fact, laid off for lack of work or lack of funds and who elected service retirement from the Public Employees’ Retirement System shall be placed on an appropriate reemployment list.”
- Education Code 45117(a)(1) – “No later than March 15 and before a classified employee is given notice by the governing board of a school district that the employee’s services will not be required for the ensuing year due to lack of work or lack of funds, the governing board of the school district and the employee shall be given written notice by the superintendent of the school district or the superintendent’s designee, or, in the case of a school district that has no superintendent, by the clerk or secretary of the governing board of the school district, that it has been recommended that the notice be given to the employee, stating the reasons that the employee’s services will not be required for the ensuing year, and informing the employee of the employee’s displacement rights, if any, and reemployment rights.”
- Education Code 45117(b) – “A classified employee may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. A request for a hearing shall be in writing and shall be delivered to the person who sent the notice, on or before a date specified in subdivision (a), which shall not be less than seven days after the date on which the notice is served upon the employee. If an employee fails to request a hearing on or before the date specified, the employee’s failure to do so shall constitute a waiver of the employee’s right to a hearing. The notice provided for in subdivision (a) shall advise the employee of the provisions of this subdivision.”

Board of Education Executive Summary

Human Resource Services

Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work
February 12, 2026



- Education Code section 45117(g) – “Notwithstanding the other requirements of this code respecting layoff of permanent classified employees, when classified positions must be eliminated as a result of the expiration of a specially funded program, the employees to be laid off shall be given written notice not less than 60 days prior to the effective date of their layoff informing them of their layoff date and their displacement rights, if any, and reemployment rights.”
- Education Code 45298 – “Persons laid off because of lack of work or lack of funds are eligible to reemployment for a period of 39 months [and] [t]he person’s reemployment shall take preference over new applicants.”

III. Budget:

Position reductions and/or eliminations are needed to assist in addressing the District’s declining enrollment, reduced funding, the District’s long-term fiscal health, and District program needs.

IV. Goals, Objectives and Measures:

Under state law, Education Code §§ 45114, 45115, 45117, 45298, and 45308, school districts must provide notice to classified employees of a layoff for lack of work and/or lack of funds by March 15, and inform affected employees of their right to a hearing. When classified positions must be eliminated as a result of the expiration of a specially funded program, the employees to be laid off shall be given written notice not less than 60 days prior to the effective date of their layoff informing them of their layoff date and their displacement rights, if any, and reemployment rights. Resolution No. 3558 and Exhibit A list the classified positions that will be laid off for the upcoming 2026-27 school year.

V. Major Initiatives:

According to Education Code 45117, no later than March 15 and before a classified employee is given notice by the governing board of a school district that the employee’s services will not be required for the ensuing year due to lack of work or lack of funds, the governing board of the school district and the employee shall be given written notice by the superintendent of the school district or the superintendent’s designee, or, in the case of a school district that has no superintendent, by the clerk or secretary of the governing board of the school district, that it has been recommended that the notice be given to the employee, stating the reasons that the employee’s services will not be required for the ensuing year, and informing the employee of the employee’s displacement rights, if any, and reemployment rights.

Board of Education Executive Summary

Human Resource Services

Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work
February 12, 2026



A classified employee may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. A request for a hearing shall be in writing and shall be delivered to the person who sent the notice, on or before a date specified in subdivision (a), which shall not be less than seven days after the date on which the notice is served upon the employee. If an employee fails to request a hearing on or before the date specified, the employee's failure to do so shall constitute a waiver of the employee's right to a hearing. The notice provided for in subdivision (a) shall advise the employee of the provisions of this subdivision.

In situations when classified positions must be eliminated as a result of the expiration of a specially funded program, the employees to be laid off shall be given written notice not less than 60 days prior to the effective date of their layoff informing them of their layoff date and their displacement rights, if any, and reemployment rights.

VI. Results:

Resolution No. 3558 will provide layoff notices to central office and school site classified employees informing them of their layoff effective at the end of the school year and any associated right to request a layoff hearing. With approval of this resolution, Human Resources Services will take all actions to send appropriate notices to all employees whose position shall be affected by layoff.

VII. Lessons Learned/Next Steps:

Approve Resolution No. 3558 – Notice of Layoff: Classified Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work.

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

RESOLUTION NO. 3558

**NOTICE OF LAYOFF: CLASSIFIED EMPLOYEES – REDUCTION IN FORCE
DUE TO LACK OF FUNDS AND/OR LACK OF WORK**

WHEREAS, Education Code sections 45114, 45115, 45117, 45298 and 45308 require that notice of layoff for lack of funds and/or lack of work be provided to classified employees and set forth the procedures for laying off and reemploying such employees; and

WHEREAS, due to a bona fide reduction or elimination of the service being performed by any department or school site, classified employees shall be subject to layoff for lack of funds and/or lack of work, and affected classified employees shall be given notice of layoff by March 15, 2026, informing them of their layoff and opportunity to request a hearing;

WHEREAS, if the reduction or elimination of services is due to the expiration of a specially funded program(s), the affected employee(s) shall be given notice of their layoff not less than 60 days prior to the effective date of layoff; and

WHEREAS, the Superintendent has recommended that the positions for the classified employees set forth in Exhibit A be reduced or eliminated for the 2026-2027 school year. The Board of Education directs the Superintendent or her authorized designee to give notice to the affected classified employees.

NOW, THEREFORE, BE IT RESOLVED, that it shall be necessary, pursuant to the recitals above incorporated by this reference, to eliminate the classified positions listed in Exhibit A as a result of lack of funds and/or lack of work and/or due to the expiration of a specially funded program. The Superintendent or her authorized designee is directed to take all appropriate action needed pursuant to the applicable provisions of the Education Code.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 12th day of February, 2026, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Tara Jeane
President of the Board of Education

ATTESTED TO:

Cancy McArn
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 6.6

Meeting Date: February 12, 2026

Subject: Approve Resolution No. 3560: Notice of Layoff: Preschool Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work

- ☐ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☒ Action
- ☐ Public Hearing

Division: Human Resource Services

Recommendation: Approved Resolution No. 3560: Notice of Layoff: Preschool 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, and to ensure the District's long-term fiscal health the District will require a reduced number of preschool employee positions for the 2026-2027 school year.

Each year, the District undergoes a process of reviewing available information and engaging in cross-departmental collaborations with school sites to assist in identifying staffing needs for the upcoming school year. These meetings explore:

- 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 preschool employees, a review of current vacant positions and known attrition is conducted. That review enables Human Resource Services staff to assign a displaced employee to a vacant position; therefore, a layoff does not occur. Meetings with the appropriate bargaining unit will be scheduled to discuss the effects of the layoff.

Resolution No. 3560 and Exhibit A lists the positions that will be laid off for the 2026-2027 school year and thereafter.

Financial Considerations: Budget reductions needed to assist in addressing the District's declining enrollment, the elimination of certain funds, the District's long term fiscal health, and District program needs.

LCAP Goal(s): Goals include Safe, Emotionally Healthy and Engaged Students, Family and Community Empowerment, and Operational Excellence.

Documents Attached:

1. Executive Summary
2. Resolution No. 3560
3. Exhibit A: will be provided on or before February 12, 2026

Estimated Time of Presentation: 5 minutes

Submitted by: Jake Hansen, Interim Director of Employee Relations

Approved by: Candy McArn, Interim Superintendent

Board of Education Executive Summary

Human Resource Services

Notice of Layoff: Preschool Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work
February 12, 2026



I. Overview/History of Department or Program

Resolution No. 3560 – Notice of Layoff: Preschool Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work

District administration proposes to reduce enumerated classified positions due to a lack of work and/or lack of funds.

II. Driving Governance:

Pursuant to Education Code section 8303, due to the lack of work and/or lack of funds.

III. Budget:

Position reductions and/or eliminations are needed to assist in addressing the District's declining enrollment, reduced funding, the District's long-term fiscal health, and District program needs.

IV. Goals, Objectives and Measures:

Resolution No. 3558 and Exhibit A list the preschool positions that will be laid off for the upcoming 2026-27 school year.

V. Major Initiatives:

Before a preschool employee is given notice by the governing board of a school district that the employee's services will not be required for the ensuing year due to lack of work or lack of funds, the governing board of the school district and the employee shall be given written notice by the superintendent of the school district or the superintendent's designee, or, in the case of a school district that has no superintendent, by the clerk or secretary of the governing board of the school district, that it has been recommended that the notice be given to the employee, stating the reasons that the employee's services will not be required for the ensuing year, and informing the employee of the employee's displacement rights, if any, and reemployment rights.

A classified employee may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. A request for a hearing shall be in writing and shall be delivered to the person who sent the notice, on or before a date specified in subdivision (a), which shall not be less than seven days after the date on which the notice is served upon the employee. If an employee fails to request a hearing on or before the date specified, the employee's failure to do so shall constitute a waiver of the employee's right to a hearing. The

Board of Education Executive Summary

Human Resource Services

Notice of Layoff: Preschool Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work
February 12, 2026



notice provided for in subdivision (a) shall advise the employee of the provisions of this subdivision.

VI. Results:

Resolution No. 3560 will provide layoff notices to Early Learning and Care preschool employees informing them of their layoff effective at the end of the school year and any associated right to request a layoff hearing. With approval of this resolution, Human Resources Services will take all actions to send appropriate notices to all employees whose position shall be affected by layoff.

VII. Lessons Learned/Next Steps:

Approve Resolution No. 3560 – Notice of Layoff: Preschool Employees – Reduction in Force Due to Lack of Funds and/or Lack of Work.

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

RESOLUTION NO. 3560

**NOTICE OF LAYOFF: PRESCHOOL EMPLOYEES – REDUCTION IN FORCE
DUE TO LACK OF FUNDS AND/OR LACK OF WORK**

WHEREAS, pursuant to Education Code section 8303, due to the lack of work and/or lack of funds, the Governing Board of the Sacramento City Unified School District hereby finds that it is in the District’s best interests that, as of the end of the 2025/2026 school year, certain preschool teacher and administrator services, now being provided by the District, be reduced or discontinued;

NOW, THEREFORE, BE IT RESOLVED, that as of the 30th day of June, 2026, the equivalent of full time preschool teacher positions, reflected in Exhibit A, of the Sacramento City Unified School District will be reduced or eliminated as set forth herein;

BE IT FURTHER RESOLVED that the Superintendent, or designee, of the District is authorized and directed to give notice of termination of employment to the affected preschool teachers, pursuant to District rules and regulations as well as the applicable provisions of the California Education Code; and

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 12th day of February, 2026, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Tara Jeane
President of the Board of Education

ATTESTED TO:

Cancy McArn
Secretary of the Board of Education