



DRAFT Special Meeting
Tuesday, MARCH 5, 2024

Location:

Irving G. Breyer Board Meeting Room
555 Franklin Street, First Floor
San Francisco, California 94102

Meeting Start Time:

Closed Session Begins at 5:00 p.m.
Open Session Begins at 6:30 p.m.

NOTICE:

1. Special Meetings are held IN PERSON.
 2. Beginning May 8, 2022, in alignment with City guidelines and current District protocols, masks are recommended, but not required for public hearing rooms. Although it is not required, we recommend that anyone attending a public meeting in an SFUSD facility wear a mask regardless of vaccination status. Please see General Information Items in the Agenda for information regarding ADA accommodations, translation and interpretation.
- To offer Public Comment on agenda items, members of the public should submit their speaker card prior to the item being called. The Chair will introduce the item and call for speaker cards.

A. GENERAL INFORMATION

1. Call to Order
2. Accessibility Information - Irving G. Breyer Board Meeting Room
3. Translation Services, American Sign Language Interpreter Services and Closed Captioning Information
4. Virtual Meeting Information
5. Public comment on Closed Session agenda items only

B. ADJOURN TO CLOSED SESSION

1. General Information
2. Public Employee Performance Evaluation

C. RECONVENE TO PUBLIC SESSION

1. Closed Session Action Report

D. ACTION ITEMS

1. Overview of Personnel Action
2. Consider/Approve Resolution to Release or Reassign Certificated Administrators for the 2024-2025 School Year
3. Consider / Approve Resolution Reducing / Laying Off Certificated Employee Services for the 2024-2025 School Year
4. Consider / Approve Resolution Reducing / Laying Off Classified Employee Services for the 2024-2025 School Year
5. Consider/Approve Resolution to Determine Tiebreaker Criteria
6. Consider/Approve Resolution to Determine Skipping Criteria

E. ADJOURNMENT

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DETAILED DRAFT AGENDA

A. GENERAL INFORMATION

Subject 1. Call to Order

Meeting Mar 5, 2024 - Special Meeting
Category A. GENERAL INFORMATION
Access Public
Type
The Board of Education will call this meeting to order.

Subject 2. Accessibility Information - Irving G. Breyer Board Meeting Room

Meeting Mar 5, 2024 - Special Meeting
Category A. GENERAL INFORMATION
Access Public
Type
How to Access Special Meetings of the Board of Education
Location - San Francisco Unified School District General Administrative Offices
555 Franklin Street, 1st Floor
San Francisco, CA 94102
MUNI - Accessible Municipal Lines:

- 47 Van Ness on Van Ness Avenue
- 71 and 71L on Market Street
- F Line on Market Street (Surface)
- J,K,L,M & N Lines (Subway)

For additional information about MUNI accessible services, call (415) 701-4485 or (415) 923-6142.

BART - Civic Center BART Station

Parking - Accessible parking is available. Please enter through the gate off McAllister Street.

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ADA Accommodations - If any accommodations are needed, please call (415) 355-7364. Requests should be made as soon as possible but at least forty-eight (48) hours prior to the scheduled meeting. The Irving G. Breyer Board Meeting Room is Wheel Chair Accessible. Please See Attached Map. It is requested that individuals refrain from wearing perfume or other scented products in order to allow those with environmental illnesses or multiple chemical sensitivity to attend the meetings of the Board of Education.

Important Safety Notice - Beginning May 8, 2022, in alignment with City guidelines and current District protocols, masks are recommended, but not required for public hearing rooms. Although it is not required, we recommend that anyone attending a public meeting in an SFUSD facility wear a mask regardless of vaccination status.

[ACCESSIBILITY MAP \(1\).pdf \(138 KB\)](#)

Subject 3. Translation Services, American Sign Language Interpreter Services and Closed Captioning Information

Meeting Mar 5, 2024 - Special Meeting
Category A. GENERAL INFORMATION
Access Public

Type

Translation and Interpretation Services

Upon request, SFUSD will provide interpretation for Special Board Meetings.

To request interpretation services, please email boardoffice@sfusd.edu as soon as possible but at least 48 hours before the date of the meeting.

Closed Captioning and American Sign Language (ASL) Interpreter Services

Upon request, SFUSD will provide Closed Captioning and American Sign Language (ASL) Interpreter Services for Special Board Meetings.

To request interpretation services, please email boardoffice@sfusd.edu as soon as possible but at least 48 hours before the date of the meeting.

Subject 4. Virtual Meeting Information

Meeting Mar 5, 2024 - Special Meeting
Category A. GENERAL INFORMATION
Access Public

Type

Observe Meetings

Every effort will be made to broadcast this meeting via Zoom Webinar. Members of the public are advised that in the event the Board experiences technical difficulties, the meeting will continue without broadcasting.

To observe the meeting by video conference:

Click here at the noticed meeting time.

Webinar Password: _____

It may help to [download the Zoom app](#) before the meeting if you don't have it already. Instructions on how to join a meeting by video conference are available at:

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>.

Listen to Meetings By Phone

To listen to the meeting by phone:

Dial 1 669 900-9128 at the noticed meeting time, then enter

Webinar ID: _____ then press #.

Password: _____

If asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>.

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Please note: the Board of Education does not hear public comment by telephone or video conference at a Special Meeting.

Subject 5. Public comment on Closed Session agenda items only

MeetingMar 5, 2024 - Special Meeting
CategoryA. GENERAL INFORMATION
AccessPublic

Type

To offer Public Comment on closed session agenda items, members of the public should submit their speaker cards prior to the item being called. The Chair will introduce the item and call for speaker cards.

B. ADJOURN TO CLOSED SESSION

Subject 1. General Information

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CategoryB. ADJOURN TO CLOSED SESSION
AccessPublic

Type

In accordance with Board Rule and Procedure 9321, and Government Code section 54956 et. seq., the Board of Education may hold closed sessions only for purposes identified in law.

Subject 2. Public Employee Performance Evaluation

MeetingMar 5, 2024 - Special Meeting
CategoryB. ADJOURN TO CLOSED SESSION
AccessPublic

TypeAction

The Board will meet in closed session to discuss the following matter(s):

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code § 54957.6)

Superintendent of Schools

C. RECONVENE TO PUBLIC SESSION

Subject 1. Closed Session Action Report

MeetingMar 5, 2024 - Special Meeting
CategoryC. RECONVENE TO PUBLIC SESSION
AccessPublic

TypeInformation

D. ACTION ITEMS

Subject 1. Overview of Personnel Action

MeetingMar 5, 2024 - Special Meeting
CategoryD. ACTION ITEMS
AccessPublic

TypeAction

Fiscal ImpactYes

BudgetedYes

BACKGROUND:

SFUSD faces two significant resource challenges. First, the District must identify budget balancing solutions in order for our upcoming 2024-25 budget to be approved. Second, the District has faced a staffing shortage in key areas over recent years.

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Education Code requires that the Governing Board notice certificated staff that they may be released or reassigned prior to March 15. The District must notify any staff member who it may release or reassign prior to this date or the District will be obligated to employ the staff member in the subsequent year. Thus, this is a necessary action for the District to maintain fiscal solvency. The subsequent agenda items are being brought forward for approval by the Board of Education so that the District properly notices staff that they may be released or reassigned.

Please note the following about the action the Board of Education is recommended to take:

- This is an initial notification. No staff member is immediately released because of this action.
- Final notification of a staff member's employment status will be provided prior to May 15.
- If the District does not take this action, it may be subject to further intervention from CDE with regards to our budget.
- As planning continues for the 2024-25 school year, the District is taking all appropriate action to retain our valued employees and begin the school year full staffed in key areas.
- As soon as a position can be secured for any staff member who receives a may release or reassignment notification, the District will rescind the possible layoff notification.

As a reminder, this is a DRAFT agenda. The final agenda will be published on Friday, March 1. The following resolutions are subject to change based on additional information the District receives between now and March 1. For example, if the District learns of additional retirements in a particular employee group, it may subsequently reduce the number of staff receiving notices from that group.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

Subject 2. Consider/Approve Resolution to Release or Reassign Certificated Administrators for the 2024-2025 School Year

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Category D. ACTION ITEMS

Access Public

Type Action

Fiscal Impact Yes

Budgeted Yes

Recommended Action That the Board of Education Approve Resolution to Release or Reassign Certificated Administrators for the 2024-2025 School Year

BACKGROUND:

Education Code section 444951 authorizes the Governing Board to notice certificated administrators that they may be released from their current position and reassigned to another position for the 2024-25 school year.

With adoption of this resolution the Associate Superintendent of Human Resources and staff will be directed to send notices of possible release and reassignment to 109 central office administrators.

Final notices will be delivered prior to May 15, 2024.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

File Attachments

[Resolution. Admin Reassignment.pdf \(51 KB\)](#)

Subject 3. Consider / Approve Resolution Reducing / Laying Off Certificated Employee Services for the 2024-2025 School Year

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Category D. ACTION ITEMS

Access Public

Type Action

Fiscal Impact Yes

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BudgetedYes

Recommended ActionThat the Board of Education Approve Resolution Reducing / Laying Off
Certificated Employee Services for the 2024-2025 School Year

BACKGROUND:

Under state law, school districts must provide notice on or before March 15th to employees who may be designated for layoff for the 2024-25 school year. These individuals have the right to request a hearing to challenge the cause for layoff. The final decision for layoffs must occur before the 15th of May. Staff recommends that the Board take action to reduce particular kinds of services (PKS) for the 2024-25 school year.

With adoption of this resolution the Associate Superintendent of Human Resources and staff will be directed to send notices to affected certificated employees that their services may not be required for the 2024-25 school year, and that said notices should be sent to the appropriate certificated employees in order to effectuate a reduction of the certificated staff in an amount equal to the number of full-time equivalent positions, consistent with the resolution, its attachments and Education Code sections 44949 and 44955.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

File Attachments

[PKS Certificated.pdf \(38 KB\)](#)

Subject 4. Consider / Approve Resolution Reducing / Laying Off Classified Employee Services for the 2024-2025 School Year

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CategoryD. ACTION ITEMS

AccessPublic

TypeAction

Fiscal ImpactYes

BudgetedYes

Recommended ActionThat the Board of Education Approve Resolution Reducing / Laying Off Classified
Employee Services for the 2024-2025 School Year

BACKGROUND:

Education Code sections 45101, 45114, 45117, 45298 and 45308 authorize the Governing Board of the San Francisco Unified School District to layoff or reduce classified employees for lack of work or lack of funds. Staff has identified certain classified positions to be reduced or eliminated for the 2024-25 school year. This resolution proposes to decrease classified positions due to lack of work or lack of funds.

With adoption of this resolution the Associate Superintendent of Human Resources and staff will be directed to send notices of possible layoff by seniority date to impacted employees. These individuals have the right to request a hearing to challenge the cause for layoff. The final decision for layoffs must occur before the 15th of May.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

File Attachments

[Classified Resolution. SFUSD.pdf \(35 KB\)](#)

Subject 5. Consider/Approve Resolution to Determine Tiebreaker Criteria

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CategoryD. ACTION ITEMS

AccessPublic

TypeAction

Fiscal ImpactYes

BudgetedYes

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Recommended Action That the Board of Education Approve Resolution to Determine Tiebreaker Criteria

BACKGROUND:

In the event of reductions, staff will be notified of potential layoffs by their seniority date.

Tie-breaking criteria provide a basis for ordering employees with the same seniority date. The District may determine the order of layoff based on the needs of the District and its students.

The tie-breaking criteria are objective and give employees "points." For example, if an employee has a BCLAD credential, they may receive an additional point and be entitled to be higher on the District's seniority list than an employee with the same seniority date who does not possess a BCLAD credential. Extra points would also be given for holding multiple credentials, working in special education and placement at a high potential school.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

File Attachments

[Tiebreaker Criteria.pdf \(37 KB\)](#)

Subject 6. Consider/Approve Resolution to Determine Skipping Criteria

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Category D. ACTION ITEMS

Access Public

Type Action

Fiscal Impact Yes

Budgeted Yes

Recommended Action That the Board of Education Approve Resolution to Determine Skipping Criteria

BACKGROUND:

In the event of reductions, staff will be notified of potential layoffs by their seniority date. A district may deviate from seniority order if it can demonstrate a specific need for personnel to teach a specific course or course of study, or to provide counseling or nursing services, and that the employee has special training and experience to teach the courses that others with more seniority do not possess.

District staff recommends adoption of skipping criteria for personnel in special education, bilingual, TK or early education placements.

REQUESTED BY: Amy Baer

APPROVED BY: Matt Wayne

File Attachments

[Skipping criteria.pdf \(36 KB\)](#)

E. ADJOURNMENT