



SAN DIEGO CITY SCHOOLS

EUGENE BRUCKER EDUCATION CENTER ♦ 4100 Normal Street, San Diego, CA 92103-2682 ♦

Office of the Superintendent

Executive Summary April 27, 2004

SUBJECT: WORK YEAR REDUCTION FOR CERTIFICATED, NON-MANAGEMENT CENTRAL OFFICE STAFF	X	OPEN/ACTION
		INFORMATION
		CONSENT

Recommendation(s): The Superintendent recommends approval of a reduction in work year for all central office, certificated, non-management staff as follows: those currently on an 11-month (187+24 days) or 12-month (187+44 days) work calendar will take a one-month reduction.

Summary of Previous Board of Education Discussion and Action: On March 2, 2004, the Board of Education approved a work year reduction for central office resource teachers working beyond a 187-day calendar.

Summary of Key Issue(s): On March 2, 2004, the Board of Education acted upon approval of 2004-05 budget reductions, including a 10-day work year reduction for principals, a one-month work year reduction for school site secretaries, a one-month work year reduction for school site technicians currently on a 12-month calendar, and a six-day work year reduction for central office managers, supervisors, and classified staff. Additionally, the Board approved a work year reduction for central office resource teachers, i.e., those currently on either an 11-month (187+24 days) or 12-month (187+44 days) work calendar would receive a one-month reduction. The Board report recommendation should have but did not specify that the one-month reduction would apply to all central office, certificated, non-management staff (including not only central office resource teachers, but also central office head counselors and counselors). The work year reduction recommendations are a part of the steps that the district is taking to be fiscally responsible. The district's Communications Department has worked in collaboration with the Finance Division and the Office of Instructional Support to create materials about the district's budget and budget reductions. These materials are in use at district-level parent and community meetings as well as at school sites to inform students, staff, parents, and community members about the budget situation. The district's website contains an extensive section on the budget situation that is updated regularly and contains reports, presentations and fact sheets to provide ongoing, open access to the information. Pending Board approval and implementation of all proposed budget reductions for 2004-05, a thorough review of affected procedures will be conducted and necessary changes will be made.

Fiscal Analysis: The savings represented by the reduction in staff work year as recommended in this document were previously included in the "Approval of 2004-05 Budget Reductions" report presented to the Board on March 2, 2004 (total estimated savings through work year reductions is \$3 million).

Chief Academic Officer

Chief of Staff

MH:ba