

CAUSE ADVISORY

District Initiates LAYOFFS PLEASE REVIEW "Classified Seniority-List"

CUSD Classified Colleagues,

Recently, the CUSD initiated LAYOFFs. Even if you have not been selected for LAYOFF, your employment status in the District may be impacted.

Fortunately, there is a process that must be followed; versus leaving these decisions to administrative error, favoritism, cronyism, and/or similar. When LAYOFF actions are pursued, Ed. Code has established that the process must be informed by the, "**Seniority List.**" This document clarifies the following for each and every CLASSIFIED employee in the District...

- * Original Hire Date
- * Current Job Class
- * Job Classes / Positions previously held
- * Position Hire Date/s
- * Seniority Rank, when compared to your colleagues
- * Full Time Equivalency % (aka. FTE %) *ie. full-time, part-time, half-time, etc.*

Unfortunately, in the Union's experience working with the CUSD's Human Resource Department, we have found this list to contain a variety of errors, inaccuracies, and missing data. These omissions and inaccuracies, if not corrected, have the potential of resulting in incorrect LAYOFF selection, incorrect "bumping" actions, and the release or "bumping" of the wrong employee. *(All of which can have a significant impact on your personal employment status.)*

Therefore, **CAUSE Leadership strongly encourages EVERY CLASSIFIED employee to review the attached document carefully.**

When you do:

(A) Please check any data associated with your name.

(B) If you believe or find either **errors**, **inaccuracies**, and/or **missing data**, please **contact CAUSE Leadership immediately.**

Together, we will work with you to inform the Human Resource Director, Diana Zapata, and to ensure that your employment history with the CUSD is accurately reflected on the "Seniority List."

In Service,

~ CAUSE Leadership

*** C.A.U.S.E. - Yes We Can ! ***

[Please feel free to visit to CAUSE website: <http://cause2216.org/>]

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