

Resolution #09/10-58

RESOLUTION RELATIVE TO ELIMINATION OF CLASSIFIED POSITIONS,  
REDUCTION IN HOURS AND LAY OFF OF CLASSIFIED EMPLOYEES

WHEREAS, due to lack of funds or lack of work, this Board hereby finds that it is in the best interest of Mt. Diablo Unified School District that certain services now being provided by said school district be discontinued by the following extent:

The following positions shall be eliminated or reduced as of June 30, 2010:

**Elementary School Sites**

**Elementary School Secretary**

**Reduce by ½ month (10 ½ to 10 months); reduce FTE from 0.875 to 0.75 (from 7 hours per day to 6 hours per day)**

23791, 13311, 16782, 13558, 13194, 13801, 10982, 12778, 15614, 21208, 13567, 25304, 24585, 13043, 24922, 21161, 24959, 25251, 14562, 16914, 21757, 14523, 13374, 20036, 12153, 24071, 23544, 15396, 24832

**Elementary School Office Managers**

**Reduce by ½ month (11 to 10 ½ months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 ½ hours per day)**

11853, 14874, 15260, 16692, 14469, 16132, 14548, 11652, 14062, 14524, 20359, 11251, 15444, 14689, 15868, 16484, 22380, 13552, 11093, 16120, 15678, 20032, 12185, 15907, 11891, 16344, 13143, 14000, 13569

**CST Elementary School Site Savings: \$357,147**

**Middle School Sites**

**Senior School Office Manager**

**Reduce by 1 month (from 12 to 11 months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 ½ hours per day)**

15555, 22102, 11915, 13808, 14245, 27196, 20469, 14518, 13112, 11814

**Secretary**

**Reduce by 1/2 month (from 10 1/2 to 10 months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

12558, 15267, 25010, 20889, 22194, 27904, 22653, 11702, 16412, 13218

**Attendance Secretary**

**Reduce by 1 month (from 11 to 10 months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

14910, 20061, 24588, 20448, 15780, 20268, 15507, 26039, 12368, 13051

**CST Middle School Site Savings: \$230,023**

**High School Sites**

**Principal School Office Manager**

**Reduce by 1 month (from 12 to 11 months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 ½ hours per day)**

16800, 24784, 16114, 12503, 15914, 16565

**Career College Advisor**

**Remain at 10 months; reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

11721, 13950, 15997, 23679, 12307, 13641, 24468

**Student Resource Technician**

**Reduce ½ month (from 10 ½ to 10); FTE remains 0.875 (7 hours per day)**

16021, 16400, 22099, 23671, 15358, 14496

**Secretary**

**Remain at 10 ½ months; reduce FTE from 1.0 to 0.875 (from 8 hours per day to 7 hours per day)**

16043, 13492, 12756, 20761, 15496, 23524, 13691, 23683, 16135, 14470, 13756, 28029, 10314

**Attendance Secretary**

**Reduce by ½ month (from 11 to 10 ½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

22929, 13677, 13154, 15822, 13089, 13132, 12256

**High School Registrar**

**Reduce by ½ month (from 11 to 10 ½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

15094, 13857, 15762, 11303, 14806, 11213, 14621

**High School Treasurer**

**Reduce by ½ month (from 11 to 10 ½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

15462, 15280, 14260, 16156, 20792, 25349

**Instructional Media Assistant II**

**Reduce by ½ month (from 11 to 10 ½ months); reduce FTE to 0.75 (reduction varies)**

21638, 11285, 15581, 16735, 22231, 15002

**CST High School Site Savings: \$374,836**

**Nonschool Site Positions**

**Reduce by ½ month (9 ½ month and SDO remain same)**

**Account Clerk**

12391

**Senior Account Clerk**

20904, 13508, 23948, 21639, 26990, 12917, 25435

**Accountant**

28960

**Adult Education Accountability Specialist**

16529

**Adult Education School Office Manager**

15550

**Administrative Secretary**

15335, 15888, 16550, 16532, 15993, 14243, 16189, 14455, 13623, 16609

**Adult Education Accounting Specialist**

14509

**Adult Education Fiscal Analyst**

25394

**Attendance/Student Records Assistant**

12819

**Attendance/Student Records Coordinator**

15843

**Benefits Specialist**

21058

**Buyer**

13394

**Child Welfare & Attendance Liaison**

13834, 11192, 15123, 16594

**Community School Coordinator**

21823, 13044, 16842, 20188

**Computer Operator**

16034

**Copy Machine Operator**

15807

**Data Entry Clerk**

26844

**Drafting Technician**

17396

**Fiscal Analyst I**

23183, 15579, 11960

**Fiscal Analyst II**

21929

**Food Service Information Systems Coordinator**

13686

**Instructional Media Assistant II**

Vacant

**Instructional Media Assistant I**

15360, 11364, 16397, 16389, 13751

**Intermediate Account Clerk**

22876, 21074, 20149, 24582, 23882

**Intermediate Typist Clerk**

Vacant, 14132, 15463, 22260, 12454, 13428, 13292, 11565, 23167

**Lead Buyer**

16264

**Mail Clerk**

11106, 11105

**Media Services Assistant I**

16501, 21651

**Payroll Analyst**

11264, 22969, 11281

**Personnel Assistant**

25124, 27934, 24166, 25032, 17136

**Phototypesetter**

25387

**Principal Clerk**

22879

**Print Equipment Operator**

16089

**Print Finisher**

12366

**Program Analyst**

22969

**Secretary**

Vacant, 27799, 24753, 25444, 27195, 12338, 15974, 15591, 27915, 27826, 10314, Vacant, 11653, 10815, 12877, 16318, 15857, 22985, 16648, 15616, 15140, 16429, 16273, 11078

**Secretary SDO**

23670

**Security Operator Dispatch Clerk**

14545, 16246, 12029

**Senior Secretary**

22008, 23920, 16045, 2790, 15286, 15385, 12501, 14313, 24989, 11177, 11489, 12548

**Senior Typist Clerk**

21577, 12414, 12687, 16147, 23682, 16727, 15419, 13140

**Switchboard Operator**

13653

**Test Program Associate**

11830

**Typist Clerk**

14765, 15441, 15173, 23554

**Typist Clerk SDO**

24935

NOW, THEREFORE, BE IT RESOLVED that the above-named positions be eliminated as of June 30, 2010.

BE IT FURTHER RESOLVED that the district administration be and hereby is authorized and directed to notify the employee(s) affected by this action and to layoff or reassign employees in

accordance with the Contractual Agreements with Public Employees Union Local One, Clerical Secretarial and Technical Unit and in accordance with district policy and procedures.

PASSED AND ADOPTED by the Board of Education of the Mt. Diablo Unified School District of Contra Costa County, California, on April 27, 2010, by the following vote:

AYES:  
NOES:  
ABSENT:

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted by members of the Board of Education of the Mt. Diablo Unified School District of Contra Costa County, California, at the public meeting of said Board held on April 27, 2010.

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Steven Lawrence, Secretary of Board

Reduce ELEMSEC FTE (from 7 to 6 hours). Reduce "All Other" CST by 1/2 month (Personnel and Fiscal by 10 days).

	Funded FTE	Salary	Statutory Bens	Health, Dental, Vision	Grand Total
<b>Total Proposed Revision to Budget Reduction for CST</b>					
	(15.32500)	(986,266)	(232,785)	-	(1,219,051)

### Elementary School Sites

**ELEMSEC (Elem Secretary): Reduce by 1/2 month (from 10 1/2 to 10 months); reduce FTE from 0.875 to 0.75 (from 7 hours per day to 6 hours per day)**

Baseline	25.37500	791,194	189,335	411,941	1,392,470
Reduced	21.75000	648,825	155,263	411,941	1,216,029
<b>Difference</b>	<b>(3.62500)</b>	<b>(142,369)</b>	<b>(34,072)</b>	<b>-</b>	<b>(176,441)</b>

**SOM (Elem School Ofc Mgr): Reduce by 1/2 month (from 11 to 10 1/2 months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 1/2 hours per day)**

Baseline	33.00000	1,371,254	326,603	526,124	2,223,981
Reduced	30.93750	1,225,309	291,842	526,124	2,043,275
<b>Difference</b>	<b>(2.06250)</b>	<b>(145,945)</b>	<b>(34,761)</b>	<b>-</b>	<b>(180,706)</b>

### Middle School Sites

**SRSOM (Senior School Ofc Mgr): Reduce by 1 month (from 12 to 11 months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 1/2 hours per day)**

Baseline	10.00000	443,818	106,205	151,946	701,969
Reduced	9.37500	381,406	91,271	151,946	624,623
<b>Difference</b>	<b>(0.62500)</b>	<b>(62,412)</b>	<b>(14,934)</b>	<b>-</b>	<b>(77,346)</b>

**SECTY (Secretary): Reduce by 1/2 month (from 10 1/2 to 10 months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

Baseline	10.00000	315,301	75,455	139,326	530,082
Reduced	8.75000	262,749	62,877	139,326	464,953
<b>Difference</b>	<b>(1.25000)</b>	<b>(52,552)</b>	<b>(12,578)</b>	<b>-</b>	<b>(65,130)</b>

**ATTSEC (Attendance Secretary): Reduce by 1 month (from 11 to 10 months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

Baseline	10.00000	345,363	82,644	138,048	566,056
Reduced	8.75000	274,719	65,741	138,048	478,509
<b>Difference</b>	<b>(1.25000)</b>	<b>(70,644)</b>	<b>(16,903)</b>	<b>-</b>	<b>(87,547)</b>

### High School Sites

**PRMOM (Principal Schl Ofc Mgr): Reduce by 1 month (from 12 to 11 months); reduce FTE from 1.0 to 0.9375 (from 8 hours to 7 1/2 hours per day)**

Baseline	7.00000	301,762	72,211	109,383	483,356
Reduced	6.56250	262,633	62,848	109,383	434,864
<b>Difference</b>	<b>(0.43750)</b>	<b>(39,129)</b>	<b>(9,363)</b>	<b>-</b>	<b>(48,492)</b>

**CARCOLLADV (Career College Advisor): Remain 10 months; reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)**

Baseline	7.00000	292,997	65,984	76,871	435,852
Reduced	6.12500	256,370	57,736	76,871	390,977
<b>Difference</b>	<b>(0.87500)</b>	<b>(36,627)</b>	<b>(8,249)</b>	<b>-</b>	<b>(44,876)</b>

**STRES (Student Resource Technician): Reduce 1/2 month (from 10 1/2 to 10); FTE remains 0.875 (7 hours per day)**

Baseline	5.25000	174,106	41,664	89,843	305,613
Reduced	5.25000	165,814	39,679	89,843	295,336
<b>Difference</b>	<b>-</b>	<b>(8,292)</b>	<b>(1,985)</b>	<b>-</b>	<b>(10,277)</b>

Reduce ELEMSEC FTE (from 7 to 6 hours). Reduce "All Other" CST by 1/2 month (Personnel and Fiscal by 10 days).

	Funded FTE	Salary	Statutory Bens	Health, Dental, Vision	Grand Total
<b>SECTY (Secretary): Remain 10½ months; reduce FTE from 1.0 to 0.875 (from 8 hours per day to 7 hours per day)</b>					
Baseline	12.00000	383,957	91,883	206,364	682,205
Reduced	10.50000	335,964	80,397	206,364	622,725
<b>Difference</b>	<b>(1.50000)</b>	<b>(47,993)</b>	<b>(11,487)</b>	<b>-</b>	<b>(59,480)</b>
<b>ATTSEC (Attendance Secretary): Reduce ½ month (from 11 to 10½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)</b>					
Baseline	7.00000	233,136	55,789	113,217	402,143
Reduced	6.12500	194,723	46,597	113,217	354,537
<b>Difference</b>	<b>(0.87500)</b>	<b>(38,413)</b>	<b>(9,192)</b>	<b>-</b>	<b>(47,605)</b>
<b>HSREG (High School Registrar): Reduce ½ month (from 11 to 10½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)</b>					
Baseline	7.00000	278,285	62,296	112,497	453,078
Reduced	6.12500	232,433	52,030	112,497	396,960
<b>Difference</b>	<b>(0.87500)</b>	<b>(45,852)</b>	<b>(10,266)</b>	<b>-</b>	<b>(56,118)</b>
<b>HSTREAS (High School Treasurer): Reduce ½ month (from 11 to 10½ months); reduce FTE from 1.0 to 0.875 (from 8 hours to 7 hours per day)</b>					
Baseline	6.00000	236,424	56,576	99,348	392,348
Reduced	5.25000	197,467	47,254	99,348	344,068
<b>Difference</b>	<b>(0.75000)</b>	<b>(38,957)</b>	<b>(9,323)</b>	<b>-</b>	<b>(48,280)</b>
<b>IMA2 (Instructional Media Assistant II): Reduce ½ month (from 11 to 10½ months); reduce FTE to 0.75 (reduction varies)</b>					
Baseline	5.70000	195,514	46,787	81,454	323,755
Reduced	4.50000	147,335	35,258	81,454	264,047
<b>Difference</b>	<b>(1.20000)</b>	<b>(48,179)</b>	<b>(11,529)</b>	<b>-</b>	<b>(59,708)</b>

### All Other CST (including Personnel and Payroll)

#### Reduce ½ month (9½-month and SDO remain the same)

Baseline	120.83750	4,793,359	1,110,257	1,756,610	7,660,225
<i>General Fund: Unrestricted</i>	60.64500	2,497,550	586,633	818,161	3,902,344
<i>General Fund: Partially Restricted</i>	14.91000	585,162	140,029	242,747	967,938
<i>General Fund: Restricted</i>	23.10600	852,551	182,703	376,166	1,411,420
<i>Adult Ed. Fund: Partially Restricted</i>	17.17650	663,437	154,310	249,953	1,067,700
<i>Other Funds</i>	5.00000	194,659	46,583	69,582	310,824
Reduced	120.83750	4,584,457	1,062,113	1,756,610	7,403,179
<i>General Fund: Unrestricted</i>	60.64500	2,392,241	562,122	818,161	3,772,524
<i>General Fund: Partially Restricted</i>	14.91000	561,816	134,441	242,747	939,004
<i>General Fund: Restricted</i>	23.10600	808,639	173,156	376,166	1,357,960
<i>Adult Ed. Fund: Partially Restricted</i>	17.17650	635,548	147,834	249,953	1,033,335
<i>Other Funds</i>	5.00000	186,213	44,560	69,582	300,355
<b>Difference</b>	<b>-</b>	<b>(208,902)</b>	<b>(48,144)</b>	<b>-</b>	<b>(257,046)</b>
<i>General Fund: Unrestricted</i>	<b>-</b>	<b>(105,309)</b>	<b>(24,511)</b>	<b>-</b>	<b>(129,820)</b>
<i>General Fund: Partially Restricted</i>	<b>-</b>	<b>(23,346)</b>	<b>(5,588)</b>	<b>-</b>	<b>(28,934)</b>
<i>General Fund: Restricted</i>	<b>-</b>	<b>(43,912)</b>	<b>(9,547)</b>	<b>-</b>	<b>(53,459)</b>
<i>Adult Ed. Fund: Partially Restricted</i>	<b>-</b>	<b>(27,889)</b>	<b>(6,476)</b>	<b>-</b>	<b>(34,365)</b>
<i>Other Funds</i>	<b>-</b>	<b>(8,446)</b>	<b>(2,022)</b>	<b>-</b>	<b>(10,468)</b>