

**Los Angeles Unified School District
Human Resources**

**Frequently Asked Questions for
Permanent Teachers**

I am a permanent teacher who received a Reduction in Force (RIF) notice. How long will I remain on the reemployment list?

- As a permanent employee, you will be on the reemployment list for 39 months.
- Reemployment will be offered according to seniority, in the inverse order of the release/lay off.
- Teachers will be offered priority employment as a substitute.

If I become a substitute teacher, does my name fall off of the reemployment list?

- No. Your name will remain on the reemployment list.

Does the letter I received by March 15, 2010 mean I will be released?

- Unless you are notified otherwise, you will be released effective June 30, 2010.
- A Final Notice of layoff for permanent teachers will be mailed on or about May 14, 2010.

Will I continue to receive health benefits?

- Please call Benefits Administration at (213) 241-4262 for information. In general, released teachers are eligible to elect COBRA benefits.
- COBRA information will automatically be sent out from Benefits Administration to employees who have received Reduction in Force Notification after July 1st.
- Permanent and Probationary teachers subject to RIF who process for day-to-day substitute employment may qualify for ongoing health benefits if they provide service for at least one day each month during the 2010-2011 school year.

If I will finish the BTSA program in May, when will I become permanent?

- Completion of the BTSA program does not affect the earning of permanent status (tenure).

When does a teacher become permanent?

- Permanence is attained after serving 2 consecutive school years of tenure qualifying status out lined in the Personnel Policy Guide (E21).
- Employees must serve 75% of the school year in order for it to be counted toward tenure.

How may I be reemployed by the district?

- Permanent and Probationary teachers are placed on a reemployment list for 39 months.
- As positions become available, teachers on the reemployment list will be given the opportunity to re-contract in the inverse order of release beginning with the permanent teachers.
- Provisional and intern teachers released are not placed on a reemployment list and must reapply for employment. Reemployment will not be possible until the reemployment list is exhausted.
- Permanent teachers subject to RIF have a right to reemploy as day-to-day substitute teachers.

Can a school purchase my position?

- Schools may purchase a classroom teaching position from alternative funding sources **BUT** must fill the position with the next identified teacher on the reemployment list.

When will I receive my final pay warrant?

- The final pay warrant for released teachers will be July 5, 2010.

Will I be able to substitute?

- Released permanent teachers will be offered a priority opportunity for substitute employment.
- Released non-permanent teachers will be offered the opportunity for substitute employment. They are merged into the list of current substitute teachers by their hire date.
- Dates to begin processing as a substitute will be announced at a later date.

Will I be able to teach summer school?

- Released teachers are not eligible to accept a summer school assignment/position.
- Released teachers who are interested should apply regardless if they received a letter in case their RIF notification is rescinded.

Is there additional support available?

- Counseling, legal and financial advisement may be obtained by calling the Employee Assistance Program (EAP) at (866) 312-3077.

Will I be eligible for unemployment benefits?

- Released teachers may call the Employment Development Department at (800) 300-5616 for information or go to their website at www.edd.ca.gov.
- When filing a claim, employees should be aware that giving the Beaudry address or the school site will delay the claim. The following address should be given as the employer address:

**Los Angeles Unified School District
c/o TALX UC express
P.O. Box 283
St. Louis, MO 63166-0283**

How is seniority date determined?

- The seniority date is the year, month and day on which an employee first rendered paid service in probationary status. (LAUSD Policy Guide, E17)
- **Permanent Teachers:** The Bakersfield Case affects Reduction in Force (RIF) seniority for permanent teachers. It requires the District to use the initial continuous contract date as a RIF date if a permanent individual was initially contracted as a university intern or provisional. If a permanent teacher was initially and continually contracted as a Probationary or District Intern, the initial seniority date is used as a RIF date.
- **Non-Permanent Teachers:** Non-permanent teachers follow the District/UTLA Collective Bargaining Agreement for the order of RIF. The order of termination is based on seniority within status, beginning with provisional employees, then temporary contracts, then university interns, then District Interns, then Probationary 1 employees, then Probationary 2 employees.
- **Matrix and Displacement Dates** The District follows the District/UTLA Collective Bargaining Agreement for matrix or displacement issues. It does not allow teachers to use provisional or university intern contract dates towards seniority.

How is seniority determined when a teacher leaves the district, then returns to LAUSD?

- An employee's seniority date is not restored if an employee leaves the district and returns for any reason other than a Reduction in Force.
- In the case of a RIF, the original seniority date is restored if the employee is recalled within 39 months of the separation date. (UTLA/LAUSD Bargaining Agreement, Article XIV.15.0)

What is the layoff status order: seniority date, CLAD or NCLB compliance?

- The order of release/lay off for employees based on seniority within each status would be as follows:
 - **NCLB in elementary**
 - **Provisional employees (VI)**
 - **Temporary contracts (T1)**
 - **University Interns (F1)**
 - **District Interns (G1)**
 - **First year Probationary or qualifying employees (B1 or Q1)**
 - **Second year Probationary or qualifying employees (B2 or Q2)**

What is meant by status? (Q1, Q2, R1, V1) - (LAUSD Personnel Policy Guide, E-18, Employment Status)

- **Q1/Q2 (Qualifying Year 1/Year 2)** = An employee who is serving the equivalent of a two school year probationary period in a classification other than the one in which regular status was or would have been attained if the employee were working in his/her contracted classification.
- **R1 (Regular, Continuing or Permanent)** = An employee who has completed the probationary or qualifying service in each classification.
- **V1 (Provisional)** = An employee who is teaching under a Short Term Staff Permit, Provisional Intern Permit or Emergency Permit required for service in the position. Service in provisional status does not count toward permanent status with the district.

Will teachers with an emergency CLAD certificate be placed on the RIF list?

- If the Board of Education approves dismissal of non-compliant teachers, and if their E-CLAD's expire on or before June 1, 2010 they will receive a dismissal notice.
- Teachers who renew the E-CLAD or apply for their CLAD certificate before June 30, 2010 may have their notice rescinded.

If a teacher holds more than one credential, how will they be handled? (e.g. a teacher that has a single subject credential and a multiple subject credential)

- Reassignments to school positions are based on the credential(s) held by the reassigned employee and the vacant positions that exist.

What happens to a teacher that is deemed not to be NCLB compliant/Highly Qualified? (Does that automatically place them in the RIF group of teachers?)

- Multiple subject holders who are not NCLB compliant will be included in the Reduction in Force of Elementary teachers.
- Questions regarding NCLB teacher qualifications should be directed to the NCLB Teacher Qualifications Unit at nclbcompliance@lausd.net or (213) 241-2062.

What is the difference between RIF'd teacher and a Displaced teacher?

- Reduction in Force is a determination made by the district (Board of Education) to reduce the number of teachers/employees in a particular department or subject area.
- A "Notice of Termination" (due to RIF) is mailed to the affected employee by the district.
- Displacement occurs when a school has more teachers than is allocated for the student enrollment (frequently as a result of norming).
- A "Notification of Displacement" form is given to the affected employee by their immediate administrator prior to the end of the school year or prior to the norm dates established by the district.

What is the procedure for Placement/Reassignment?

- Article XI, Section 7.0
- Reassignments to school positions are based on the credential(s) held by the reassigned employee and the vacant positions that occur from released/laid off teachers and support staff.

How can I teach other subjects?

- High need areas are at the secondary level, specifically in the areas of chemistry, physics, and biological science. Teachers with **Multiple Subject Credentials** may wish to consider teaching middle or high school. By verifying subject matter competence in a specialty area and taking one secondary methods class, you can earn a Single Subject Teaching Credential in the State of California. Subject matter competence can be verified in one of two ways:
- Achieve a passing score on the appropriate subject matter examination (**CSET**).
- Complete a Commission approved subject matter program, or its equivalent, and obtain written verification from a California college or university with an approved subject matter program.
- These options are available to teachers who already possess a valid Multiple Subject Teaching Credential issued by the California Commission on Teacher Credentialing. If you have a degree or coursework in another subject, other than the area of your credential, you may be eligible for a Subject Matter Authorization/Supplementary Authorization. Review the leaflets below:
<http://www.ctc.ca.gov/credentials/leaflets/cl629.pdf>
<http://www.ctc.ca.gov/credentials/leaflets/cl603.pdf>
<http://www.ctc.ca.gov/credentials/leaflets/cl852.pdf>
- If you feel you may qualify to teach other subjects, please call the RIF information telephone number (213) 241-5553.

Can I work as a half time classroom teacher and receive benefits?

- Permanent employees are eligible to apply for a half time leave. HOWEVER, if the teacher is released due to the Reduction in Force (RIF), the leave will be withdrawn.
- If you have any questions regarding this information, please e-mail certificatedrif@lausd.net or call (213) 241-5553.