



Santa Barbara  
**SCHOOL DISTRICTS**

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## Memorandum

DATE: October 27, 2009

TO: Dr. Sarvis

FROM: Kristine Robertson, Ed.D.  
Director of Personnel

RE: **Probationary/Tenure Track Status for Certificated Employees**

Per your request the following information should help in addressing the concerns raised by board members regarding:

- the scope of certificated layoffs.
- the ability to bring released certificated employees back earlier.
- decreasing the percentage of temporary teachers
- the status of probationary/tenure track positions.

The chart below will demonstrate this information over the last four years:

Elementary FTE's	06/07	07/08	08/09	09/10
Enrollment # for general education staffing	5280	4364	4458	4482
Positions (inc. full time leaves, p/t leaves, job shares & soft \$\$)	33.8	28.6	33.7	21.5
Probationary/Tenure Track positions offered	0	0	2	8
Number of positions filled by temporary teachers	33.8	28.6	33.7	18.5
Layoff Notices FTEs (non-temps)	0	0	41	
Layoffs rescinded the following year				41

- \* in 06/07 we released 5 temporary teachers at the start of the year due to decreased enrollment
- \* as of 07/08 Peabody no longer was included in our staffing which impacted our overall numbers
- \* in 08/09 we increased again due to enrollment
- \* in 09/10 we released 2 temporary teachers at the start of the year
- \* 3 probationary/tenure track general education positions have been offered in the elementary for 2009-2010. In addition we have offered 5 probationary positions for Special Education teachers.

<b>Secondary FTE's</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
Enrollment # for general education staffing	9470	9566	9195	9277
Positions needed (inc. full time leaves, p/t leaves, job shares & soft \$\$)	53	60.3	53.6	52.3
Probationary/Tenure Track positions offered	31	11	5	20
Number of positions filled by temporary teachers	48.9	60.3	53.6	47
Layoff Notices FTEs (non-temps)	72	53	21.4	
Layoffs rescinded the following year		67	49	20.4

- \* some offers of level 2 probationary positions were made due to previous years served as a temporary teacher
- \* the higher the enrollment the more opportunity to offer probationary/tenure track positions
- \* the secondary probationary/tenure track positions were offered for all subjects, not just special education
- \* SMHS staffing is based on a .33 per period assignment which accounts for the fractions of a percentage
- \* difference in numbers for positions needed and positions filled by temps in 06/07 was due to overstaffing and should have been at 48.9.
- \* in 2009-2010 the difference is due to last minute additional staff at SBHS and GVJH and the death of two teachers, one at DPHS and one at La Cumbre

The process for moving a temporary teacher to a probationary/tenures track position is predicated on the following:

- The number of employees on a leave of absence – positions must be held for those employees to return to and temporary teachers are hired in their place while on leave.
- Principal approved job shares where staff has resigned a portion of their position
- New positions opened due to increased enrollment or funding
- Resignations and retirements can create openings depending upon enrollment and funding
- Joint meeting with Personnel and SBTA to review position status

The following things impact the Personnel Office process regarding layoffs and the ability to rescind the employees impacted by layoffs at an earlier point than in the past:

- Budget cuts taking place too late in the school year
- Unknown categorical funding amounts from the state
- Using projected enrollment numbers that cannot be exact
- Late resignations, retirements, and requests for leave of absences
- Unexpected events such as deaths, walking off the job
- Administrative hearings for layoffs are dependent upon the availability of Law Judges and will only be scheduled in April or May