



CHICO UNIFIED SCHOOL DISTRICT

Human Resources
1163 E. 7th Street Chico, CA 95928
Phone: (530) 891-3000 Fax: (530) 891-3211

TO: _____
CUSD Classified less-than-12-month Employees & Classified/Certificated Substitutes

FROM: David Koll, Executive Director Human Resources

SUBJECT: Notification of Reasonable Assurance for 2019/2020 School Year

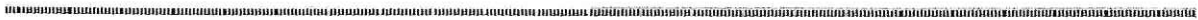
DATE ISSUED: _____

Newly Hired Classified Employees:

You are hereby notified that you have reasonable assurance of returning to work in your usual capacity at the close of all holiday and recess periods during the current and 2019/2020 school year. Your services will not be needed during the recess periods.

We are required by law to inform you that **you may file an Unemployment Insurance (UI) claim during school recess periods. If you choose to file a claim, your entitlement to benefits will be determined by the Employment Development Department (EDD) and not by this school district. If you are not rehired after the recess period, you may be entitled to UI benefits retroactive to the date you filed an initial UI claim, if you are otherwise eligible and you filed a claim for each week, and if a claim for retroactive benefits is made within 30 days of the start of the next school year/term.**

Please complete the form below based on your new-hire status. Please check the appropriate box(es) and be sure to sign and date.



SUBSTITUTES:

Yes, I am interested in being called to substitute for the 2019/2020 school year.

I was hired after 3/29/19 and am aware that no work will be available to me for the summer recess period.

LESS-THAN-12-MONTH EMPLOYEES:

I was hired after 3/29/19 and am aware that no work will be available to me for the summer recess period.

Signature _____

Date _____

Print Name _____