

# Business Services Restructure

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July 16, 2024



*Educating Students for Success.*

# Restructure Goals

- ✓ Provide increased maintenance and facilities services to school sites.
- ✓ Enhance efficiency and support by providing flexibility and optimizing resources across departments.
- ✓ Address increased responsibilities and certification standards mandated by local, state, and federal laws.
- ✓ Internal staff have first opportunity to position postings.



**Realizes a cost savings of \$35,109.**

# Fiscal Services Restructure

## Accounting & Budget

**(1)** Downgrade Senior Controller to Director, Controller (LUSDAA)

**(+1)** Create Senior Budget Analyst (Confidential)

**(-1) Eliminate** Budget Analyst vacancy created by hiring a Senior Budget Analyst position (Confidential)

**(-1)** Eliminate Accounting Supervisor (V) (LUSG)



## Payroll

**(+1)** Create Senior Payroll Systems Analyst (CSEA)

**(+1)** Create Payroll & Benefits Specialist (CSEA)

**(-2)** Eliminate Payroll Assistant (V) (CSEA)

(V) = Vacant Position



## Purchasing and Risk Management

Move Risk Management Department under Director, Purchasing and Risk Management



Internal staff have first opportunity to position postings.

# Operations Restructure

## Facilities and Planning

**(-1)** Eliminate Facilities Director (V) (LUSDAA)

**(+1)** Create a Facilities & Maintenance Supervisor (LUSG)

Move Unrestricted Facilities and Planning Tech from M&O to F&P (CSEA)

Move Facility and Planning under Maintenance and Operations Director III (LUSDAA)

(V) = Vacant Position



## Maintenance and Operations

**(+2)** Post Lead HVAC and Lead Plumber (CSEA)

**(+1)** Maintenance III Irrigation (CSEA)

**(+2)** Utility Workers (CSEA)

**(5)** Upgrade Painter to MIII (CSEA)

**(-2)** Reduce HVAC and Plumber vacancies created by lead positions. (CSEA)

**(-2)** Eliminate MII, **(-1)** Electrician, **(-18)** Groundskeeper (all V) (CSEA)

**(2)** Move Lead Electrician and MII from Technology Services. (CSEA)



## Technology Services

**(+1)** Post Systems Analyst/Computer Operator (CSEA)

**(-1)** Eliminate PC Support Technician (V) (CSEA)

Update Job Description of Network and Systems Supervisor to include Cybersecurity focus and Instructional Support Supervisor to include focus on all support areas. (LUSG)



Internal staff have first opportunity to position postings.

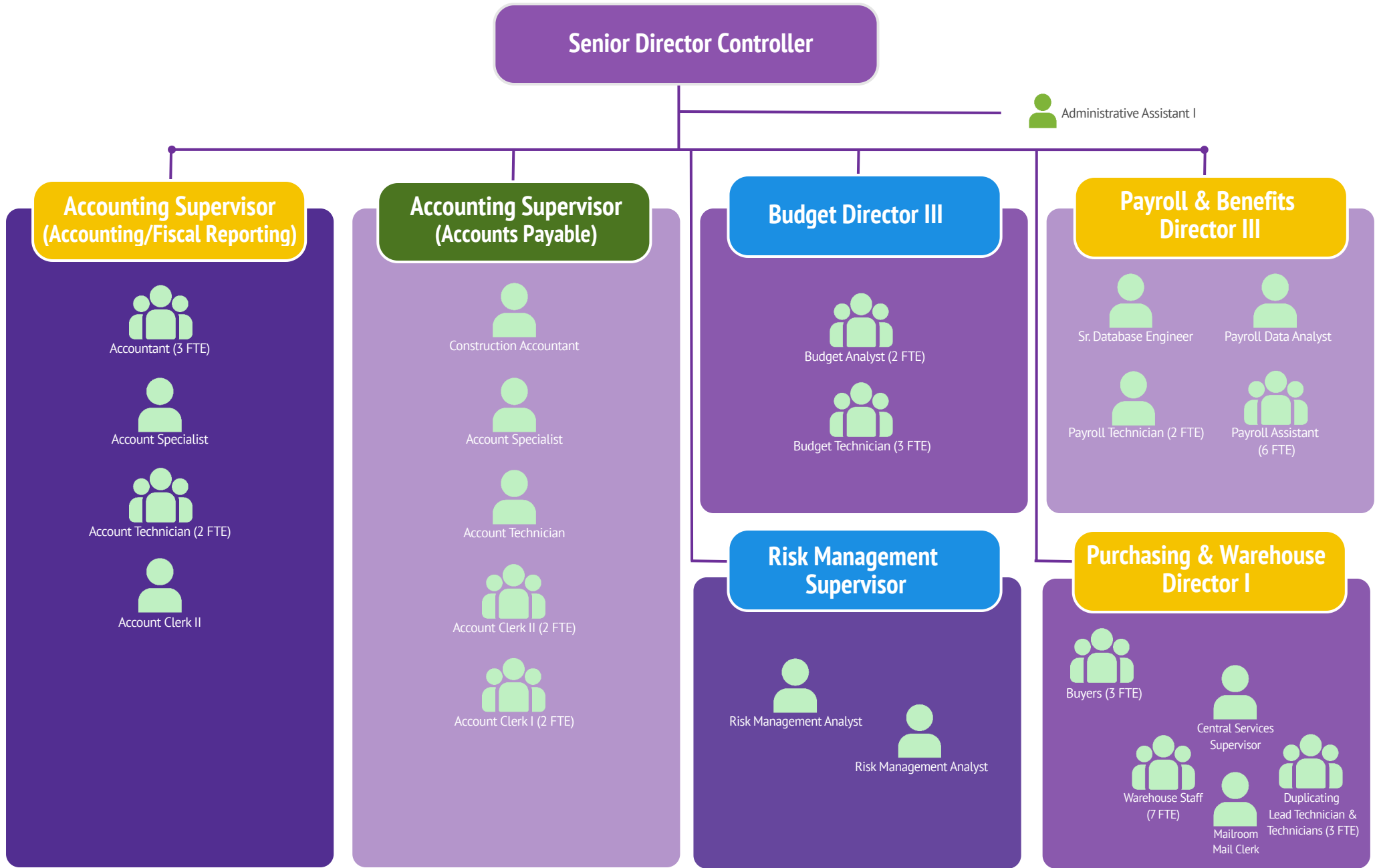
# Fiscal Impact of Restructure

Lodi Unified School District  
 Budget Department  
 2024-25 Proposed Restructure

OBJECT CODE	DESCRIPTION	COMMENTS	F.T.E	BUDGET
<b>UNRESTRICTED</b>				
<b>Operations</b>				
2304	Director I, Facilities	Range 1150 - Step 3	(1.00)	(\$171,476)
2360	Facilities & Maintenance Construction Supervisor	Range 21 - Step C	1.00	\$134,070
2470	PC Support Tech	Range 41 - Step C	(1.00)	(\$85,684)
2468	Systems Analyst/CO	Range 59 - Step C	1.00	\$123,995
<b>Net Increase/Decrease for full year</b>			<b>0.00</b>	<b>\$905</b>
<b>RESTRICTED</b>				
2272	Lead HVAC (previous reduction)	Range 61 - Step C	1.00	\$129,249
2271	Lead Plumber (previous reduction)	Range 52 - Step C	1.00	\$107,224
2257	HVAC	Range 57 - Step C	(1.00)	(\$118,924)
2260	Plumber	Range 48 - Step C	(1.00)	(\$98,853)
2259	Painter	Range 45 - Step C	(5.00)	(\$464,780)
2242	Maintenance III	Range 48 - Step C	6.00	\$593,118
2244	Electrician	Range 52 - Step C	(1.00)	(\$107,224)
2242	Maintenance II	Range 44 - Step C	(2.00)	(\$181,878)
2219	Utility Workers (previous reduction)	Range 40 - Step C	2.00	\$168,004
2256	Groundskeeper (Open .18 FTE)	Range 36 - Step C	(0.18)	(\$13,944)
<b>Net Increase/Decrease for full year</b>			<b>(0.18)</b>	<b>\$11,992</b>
<b>UNRESTRICTED</b>				
<b>Fiscal Services</b>				
2304	Senior Director, Controller	Range 4555 - Step 3	(1.00)	(\$207,533)
2304	Director, Controller	Range 40xx - Step 3	1.00	\$204,260
2360	Accounting Supervisor	Range 17 - Step C	(1.00)	(\$125,864)
2404	Budget Analyst	Range 34 - Step C	(1.00)	(\$133,674)
2404	Senior Budget Analyst	Range 40 - Step C	1.00	\$148,760
2406	Payroll Assistants	Range 44 - Step C	(2.00)	(\$181,854)
2404	Sr. Payroll Systems Analyst	Range 65 - Step C	1.00	\$140,680
2410	Payroll & Benefits Specialist	Range 52 - Step C	1.00	\$107,224
<b>Net Increase/Decrease for full year</b>			<b>(1.00)</b>	<b>(\$48,001)</b>
<b>TOTAL UNRESTRICTED COST ESTIMATES</b>			<b>(1.00)</b>	<b>(\$47,096)</b>
<b>TOTAL RESTRICTED COST ESTIMATES</b>			<b>(0.18)</b>	<b>\$11,992</b>
<b>TOTAL RE-ORGANIZATION COST ESTIMATE</b>			<b>(1.18)</b>	<b>(\$35,104)</b>

# Fiscal Services

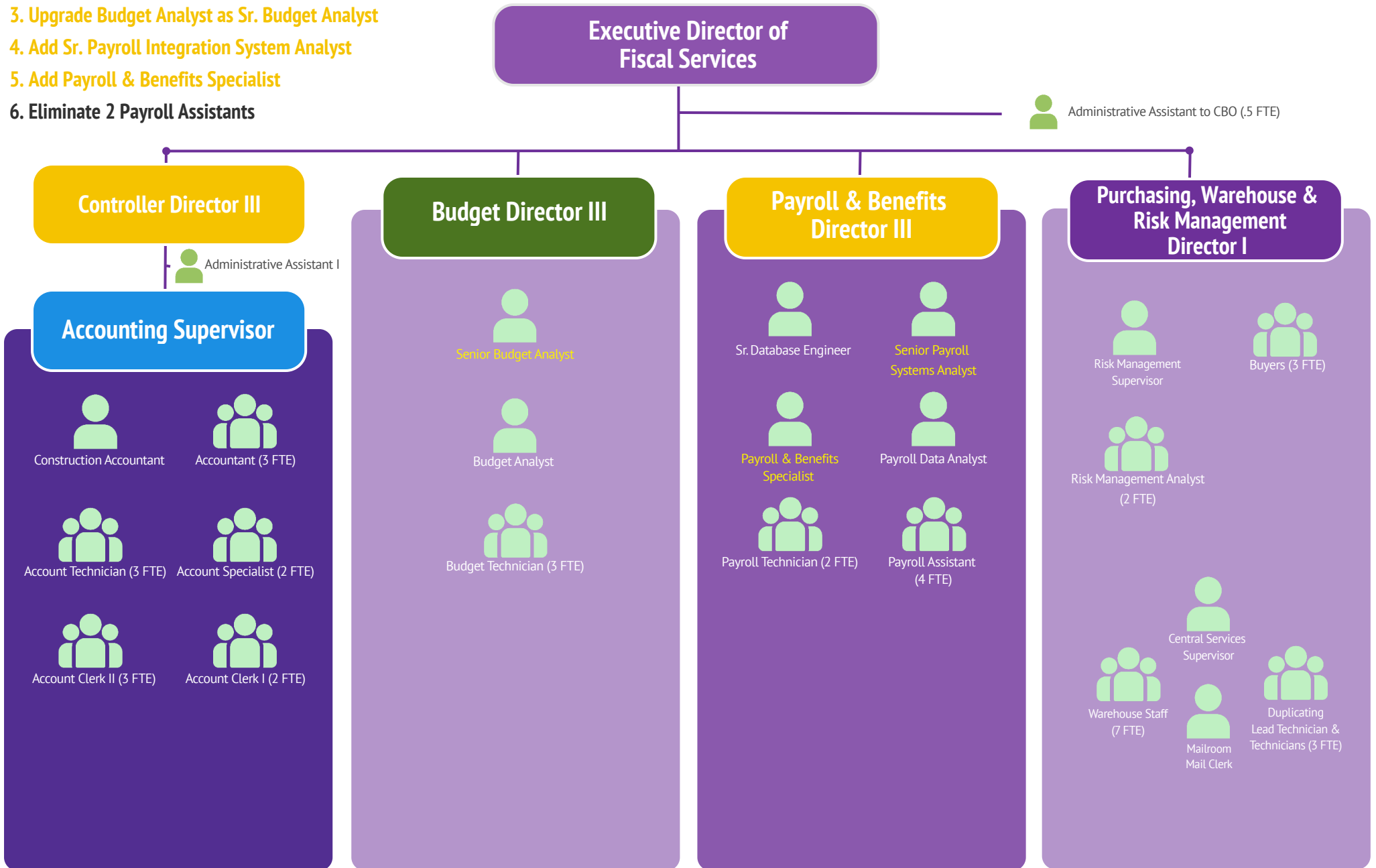
7/1/2024 - Current



# Fiscal Services

Proposed

1. Post Sr. Director Controller as Director III
2. Eliminate Accounting Supervisor
3. Upgrade Budget Analyst as Sr. Budget Analyst
4. Add Sr. Payroll Integration System Analyst
5. Add Payroll & Benefits Specialist
6. Eliminate 2 Payroll Assistants



# Facilities & Planning

7/1/2024 - Current

Executive Director of Operations

Facilities Director  
Vacant



Administrative Assistant to CBO (.5 FTE)



Lead Construction  
Specialist



Planning Analyst II



Facilities Tech



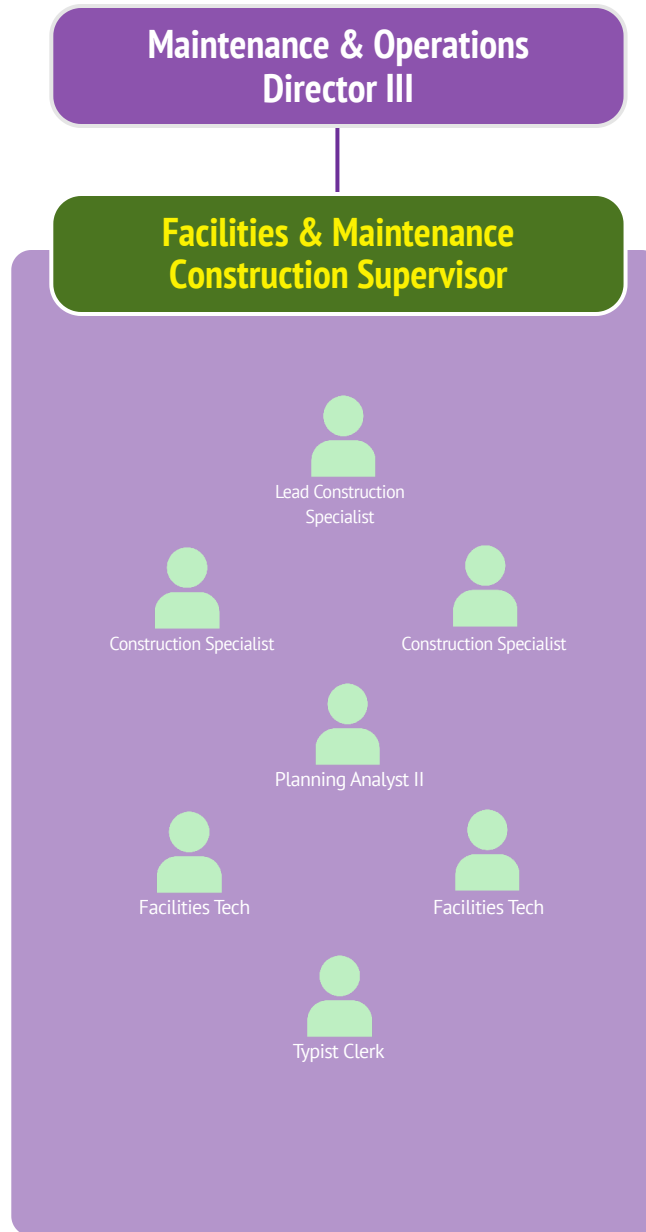
Typist Clerk



# Facilities & Planning

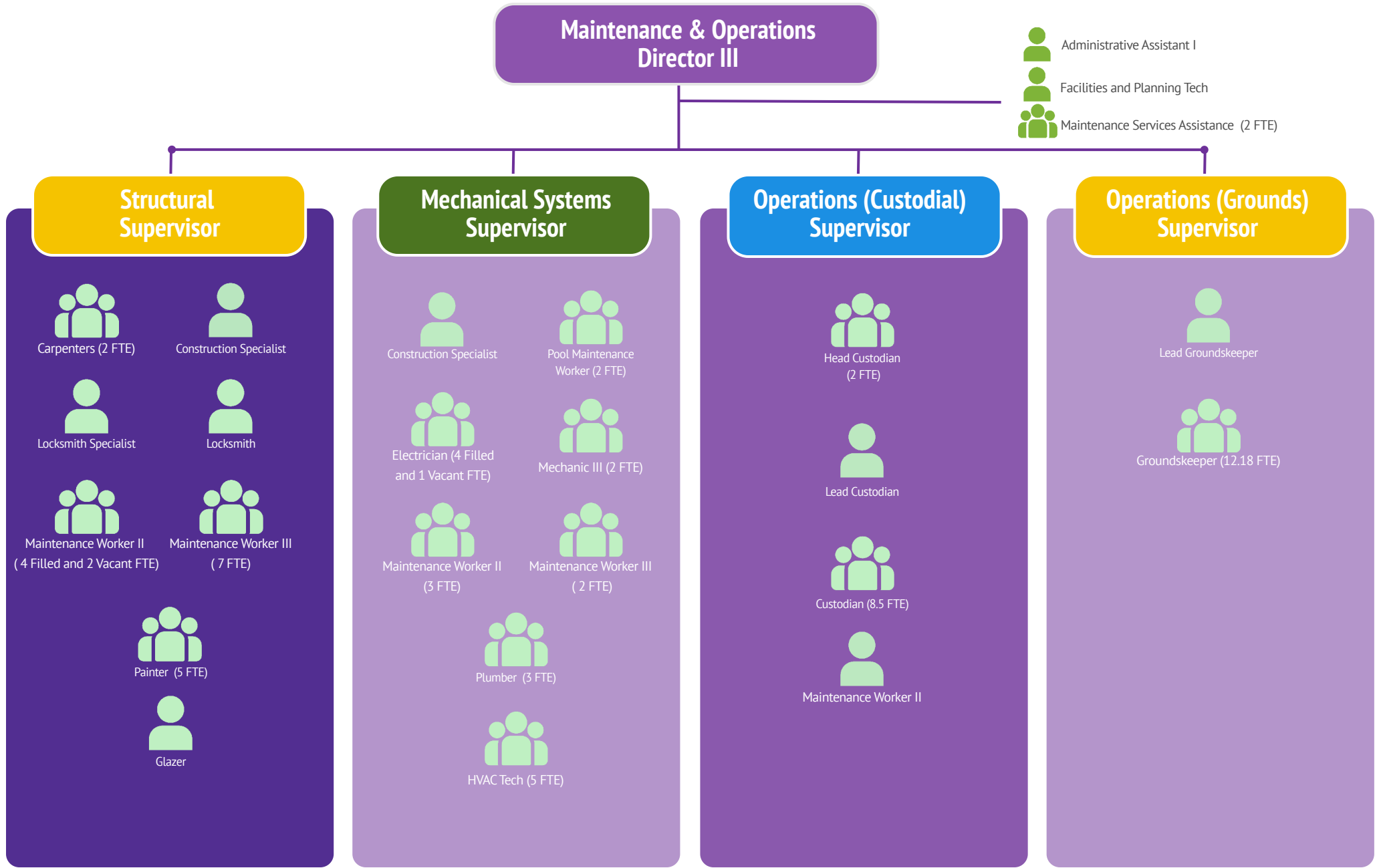
1. Eliminate Facilities Director
2. Create Facilities & Maintenance Supervisor
3. Move Construction Specialists from M&O to F&P
4. Move Facilities Tech from M&O to F&P
5. Move F&P under M&O Director III




Proposed



# Maintenance & Operations

7/1/2024 - Current

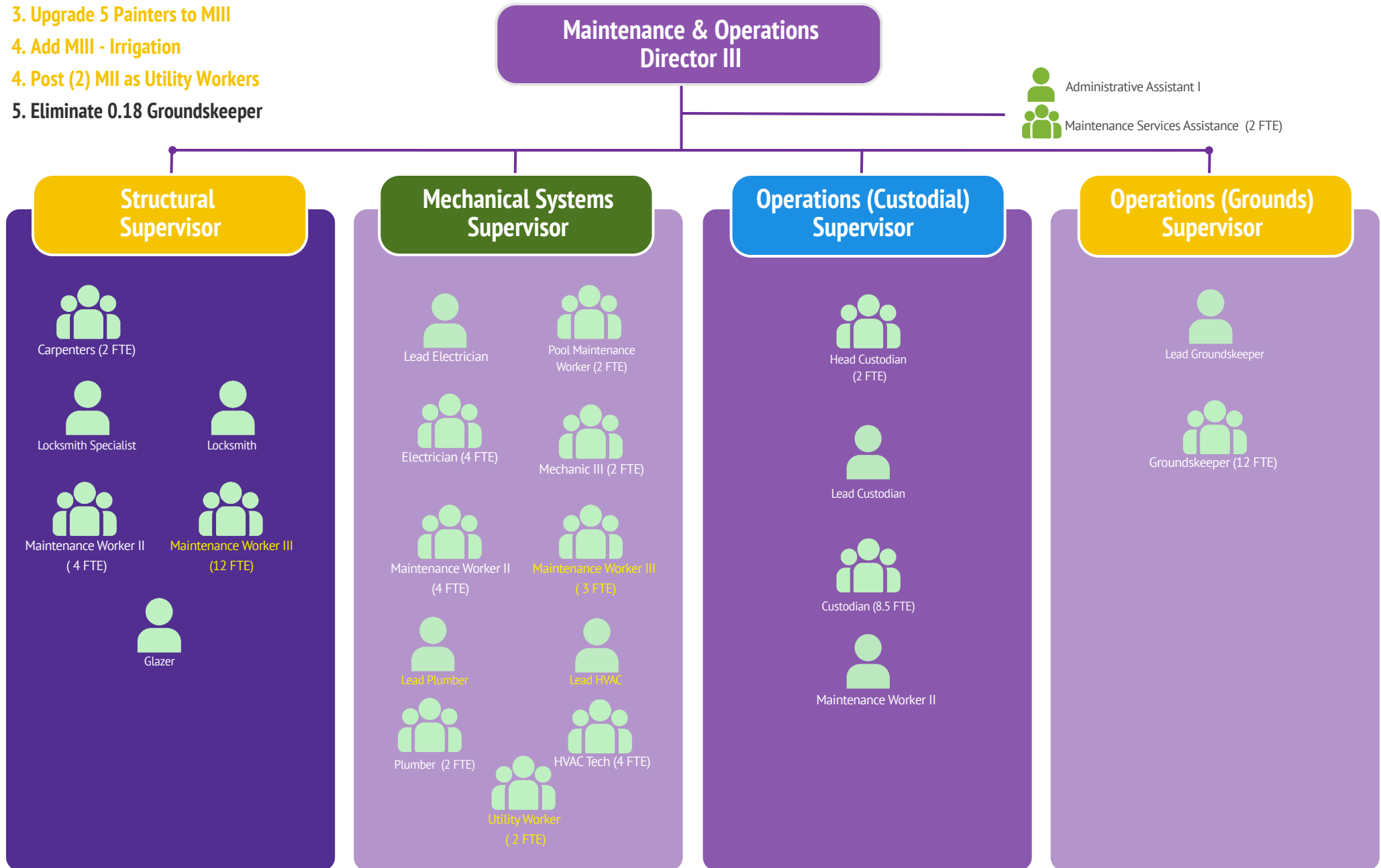


-  Administrative Assistant I
-  Facilities and Planning Tech
-  Maintenance Services Assistance (2 FTE)

# Maintenance & Operations

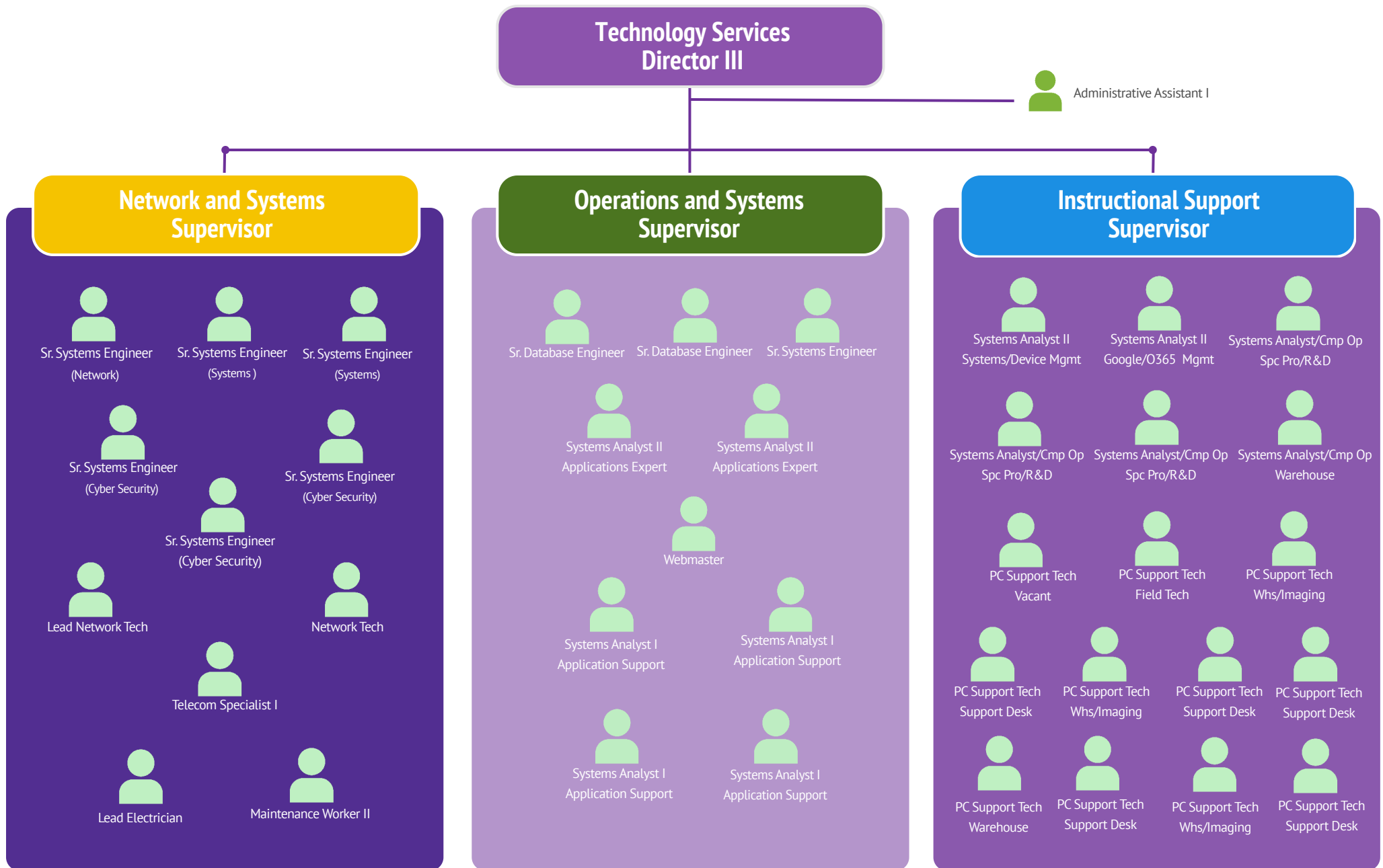
Proposed

1. Add Lead HVAC and Plumber
2. Eliminate 1 HVAC and Plumber after internal hire
3. Upgrade 5 Painters to MIII
4. Add MIII - Irrigation
4. Post (2) MII as Utility Workers
5. Eliminate 0.18 Groundskeeper



# Technology Services

7/1/2024 - Current



# Technology Services

Proposed

1. Move Lead Electrician and MII to M&O - Effective 7/1/2024

2. Upgrade PC Support Tech to Systems Analyst/Comp Op

3. Update Job Description:

Network and Systems Supervisor  
Instructional Support Supervisor

