



**Los Angeles County  
Office of Education**

**INFORMATIONAL  
BULLETIN # 6638**

9300 Imperial Highway, Downey, California 90242-2890 • (562) 922-6111

Debra Duardo, M.S.W., Ed.D., *Superintendent*

January 19, 2023

TO: Chief Business Officials and Chief Personnel Officials  
Payroll Managers  
Los Angeles County Schools and Community College Districts  
Regional Occupational Centers/Programs and Charter Schools

FROM: Claudette Wiggan-Reid, Retirement Systems Coordinator  
District Personnel Information Services  
Division of School Financial Services

SUBJECT: Implementation of Assembly Bill 1651- Furlough (2021-22)

The California Public Employees' Retirement System (CalPERS) continues to administer Government Code Section 20969.2 that restores lost CalPERS retirement benefits due to mandatory furloughs for impacted schools and public agencies. They are requesting information for the 2021-22 fiscal year. The process requires three steps listed below.

**Step 1 – District Action**

The district must complete and return to LACOE, the attached *Furlough Plan Information* form for the 2021-22 fiscal year by **January 31, 2023** (even if your district has not implemented any furlough plans). LACOE will then forward the information to CalPERS. Be sure to include certificated staff who have elected to continue contributing to CalPERS during their certificated assignment(s).

**Step 2 – CalPERS/LACOE/District Action**

Based on the information that was provided in Step 1, CalPERS will create a *Member Information Spreadsheet* identifying which employee accounts are short service credit and may require an adjustment. Upon LACOE's receipt of the CalPERS created *Member Information Spreadsheet*, LACOE will contact the impacted districts with completion instructions. The district will be required to update the spreadsheet and return the information. LACOE will forward the information to CalPERS by the deadline established.

**Step 3 – CalPERS Action**

CalPERS will make the proper adjustments to each member's account based on the information provided.

*Districts are cautioned not to use vacation days nor a one time off salary payment to replace taken furlough days. This will cause a reporting problem with CalPERS. If your district reinstated furlough days, provided payment for days that were furloughed, used vacation days or off-salary schedule salary increases for furlough days taken, do not include these days in your response.*

CalPERS's membership enrollment procedures have not changed. However, the legislation requires the monitoring of non-member hours to determine the point at which the employee would have qualified for CalPERS membership had the employee not been subject to mandatory furlough. Districts must then establish CalPERS membership for those employees.

Should you have any questions regarding the information in this bulletin, please contact:

Tatiana Stevenson

Angie Gomez

Claudette Wiggan-Reid

[Stevenson\\_Tatiana@laoe.edu](mailto:Stevenson_Tatiana@laoe.edu)

[Gomez\\_Angie@laoe.edu](mailto:Gomez_Angie@laoe.edu)

[Wiggan\\_Claudette@laoe.edu](mailto:Wiggan_Claudette@laoe.edu)

Approved:

Nkeiruka Benson, Director

Division of School Financial Services

CWR:sm

Attachment

SFS-A33-2022-2023



## **District Notification of Furlough Plan Information 2021-22**

### **INSTRUCTIONS:**

- If your district DID NOT implement a furlough plan or meet the required elements of the plan, indicate “No” below, and return this form to LACOE.
- If your district DID meet the furlough plan requirements, indicate “Yes” below, complete all other information and then return this completed form to LACOE.

**Return completed form by January 31, 2023** to LACOE via:

- Email to [PERS\\_MAR1@laoe.edu](mailto:PERS_MAR1@laoe.edu)

District Name: \_\_\_\_\_ Number: \_\_\_\_\_

### **2021-22 Furlough Plan Implemented?**

☐ No Please return form to LACOE by due date.

☐ Yes If yes, complete the following and return to LACOE by due date.

Effective Date: \_\_\_\_\_

Nature of Plan: How many? Days \_\_\_\_\_ Hours \_\_\_\_\_

Were pay rates reduced due to the furlough in order to protect the employees' total service credit? ☐ No ☐ Yes

District Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_