

## School District Employees Promising Practices Central Region Rapid Response Team

The Central Region Rapid Response team addressed the needs of school district personnel impacted by layoff in two phases. The first phase was to provide Rapid Response Orientations to make staff aware of the programs and services to assist them during their “transitional” period. The other phase was to have school district personnel attend a series of re-employment workshops after their unemployment insurance claims began.

The Rapid Response orientations were conducted in one of two ways—either on-site in school districts or in regional sessions. Requests for the on-site sessions came primarily from referrals made by school district personnel who had experienced our services and recommended them to personnel in other school districts. In a couple of situations, on-site sessions were developed in response to letters mailed to school superintendents offering Rapid Response services.

The regional Rapid Response Orientations developed in an evolutionary process. The first orientation was organized primarily with the help of NYSUT representatives at the NYSUT regional office in East Syracuse. It was attended primarily by school district personnel residing in Onondaga County. Another orientation was organized for the Auburn City School District by its NYSUT representative and it became a regional orientation for Cayuga County when school district personnel from the smaller school districts in Cayuga County were also invited.

After these two orientations were held, it was decided to conduct county-wide sessions to serve school district personnel from Cortland and Oswego Counties, the two counties in the region where service had not yet been provided. These orientations were held at the Cortland Works One Stop Center and at the Oswego County Workforce New York One Stop Center. To reach the targeted school district personnel from these counties, assistance was provided from one stop personnel, NYSUT representatives and Rapid Response staff making direct contact with school district administrators.

Even with all of this effort, it is estimated that less than half of all the school district personnel targeted for layoff attended one of the on-site or regional sessions.

To provide re-employment assistance to a greater number of affected school district personnel, an ongoing process was developed to refer individuals to specialized services provided by the Central Region’s Rapid Response Team. This process was implemented in July and continues to be utilized at this time. This process not only captures school district personnel but also workers formerly employed by private sector companies where Rapid Response services were provided so those workers can benefit from this process as well.

All individuals with new unemployment insurance claims are scheduled to attend a Re-Employment Services orientation at CNY Works. Those who attend the RSO formerly employed by school districts or those from private sector companies who received Rapid Response services are referred to the Rapid Response Team for on-going service.

The referral list is broken down into four categories: teachers & professional staff, teacher aides & assistants, school support personnel and individuals from non-educational employers. The teachers & professional staff are scheduled for a newly developed workshop: **The Job Search Process for School District Personnel**. This workshop was developed to address the needs of teachers and utilizes materials from a “general” job search workshop plus incorporates information contained in the **Job**

**School District Employees Promising Practices**  
**Central Region Rapid Response Team**

**Search Guide for School District Employees.** Individuals from the other three categories are scheduled for a general job search workshop designed for individuals coming from various occupations.

After attending one of these job search workshops, individuals are then scheduled for another workshop from those currently offered by the Rapid Response Team (resume writing, interviewing skills, transferable skills.) One-on-one appointments with employment counselors can also be scheduled for any individual requiring individualized attention. All workshops and appointments are scheduled through REOS and conducted at the Rapid Response Office located at 450 South Salina Street, Syracuse.

By using this process, individuals are provided useful information to assist them in securing new employment and are being seen on a regular basis to meet performance standards.

**Submitted by:**

David Schulz  
Central Rapid Response Coordinator  
New York State Department of Labor  
450 South Salina Street, Room 302  
Syracuse, New York 14202

Work Telephone: (315) 479-3320

Email: [David.Schultz@labor.ny.gov](mailto:David.Schultz@labor.ny.gov)

# Referrals After RSO

Appointment Date	7/25-7/28	7/29	8/1-8/3	8/4-8/5	8/8-8/10	8/11-8/12	8/8-8/12	8/15-8/18	8/19	8/22-8/24	8/25-8/26	8/29-8/31	9/1-9/2	9/6	Total
Teachers/ Professional Staff	39	21	23	19	14	7	0	15	3	5	5	5	1	0	157
Teacher Aides/Assistants	18	9	13	1	7	6	0	14	2	6	3	2	2	0	83
Educational Support Staff	22	5	2	6	3	2	1	7	1	2	4	4	0	0	59
Non-Educational Personnel	7	2	31	4	20	7	3	22	0	38	2	15	7	2	160
<b>Total</b>	<b>86</b>	<b>37</b>	<b>69</b>	<b>30</b>	<b>44</b>	<b>22</b>	<b>4</b>	<b>58</b>	<b>6</b>	<b>51</b>	<b>14</b>	<b>26</b>	<b>10</b>	<b>2</b>	<b>459</b>