

# Classified School Employee Summer Assistance Program (AB 1808)

2023-2024

**Deadline: March 1, 2023**

The 2022–23 budget package provides \$90 million in funding for the Classified School Employee Summer Assistance Program (CSESAP). The California Department of Education (CDE) will apportion funds to participating local educational agencies (LEAs) to provide up to a dollar for dollar match on amounts withheld from the LEA’s participating classified school employees’ monthly paychecks during the 2023–24 school year.

## Eligibility requirements:

- Must be a **permanent classified employee** in Stockton Unified School District for **at least one year (1 year)**, if you elect to participate in the CSESAP program (Hired as a permanent employee on or before 3/1/2022).

## Eligibility criteria of “fewer than 11 months”:

- Must be a less than 12-month employee per fiscal year
  - Note: Working summer school does not change your eligibility
- Contracted work days must be:
  - July thru May or August thru June
  - **If your contracted work days fall within July thru June, you will not qualify for this program**

## Income Eligibility:

- The regular annual pay of a classified employee must be equal to or less than sixty-two thousand four hundred dollars (\$62,400) for an entire school year “at the time of enrollment”, pursuant to EC Section 45500(d)(1).

## Program Timeline:

- **March 1, 2023** – Employee Election Form must be returned to the Business Services unless submitted electronically through Laserfiche. Any forms received and/or date stamped after March 1, 2023, will not be accepted per the California Department of Education (CDE).
  - **To File Electronically, use the link below:**
    - <https://forms.stocktonusd.net/Forms/CSESAP>
    - Username: Is your full district email address (i.e [jdoe@stocktonusd.net](mailto:jdoe@stocktonusd.net))
    - Password: Is your corresponding email password
  - **If you experience login issues, please contact the I.S. department:**
    - Call HELP (4357) or 209-933-7090 press 1
    - Log a ticket online: <https://helpdesk.stocktonusd.net/>

- **By April 3, 2023** – SUSD to notify the CDE the number of classified employees that have elected to participate, and to report the total estimated amount to be withheld from the participating employee paychecks.
- **By May 1, 2023** - The California Department of education will notify SUSD the estimated amount of state match funding that a participating classified employee can expect to receive (if there is more interest, than available resources, match may be less than dollar for dollar).
- **By June 1, 2023** - SUSD to notify participating classified employees the amount of estimated state match funds that participating classified employees can expect to receive.
  - **If you have any questions regarding the program, please contact Budget Analyst, Craig Chilson**
    - Phone: (209) 933-7010 x 2012
    - Email: [cchilson@stocktonusd.net](mailto:cchilson@stocktonusd.net)

**FILING DEADLINE**

**No later than 4:00 p.m. on March 1, 2023**