

## CERTIFICATED EMPLOYEE REDUCTION-IN-FORCE

The board has the exclusive authority to determine the appropriate number of certificated employees. A reduction in force will consist of a reduction of one or more positions or a reduction in the percentage of employment of one or more certified employees even if the number or percentage of employment of the certified staff overall may be increased by other hiring or increases in the percentage of employment of other employees. Reduction in force may result in termination of employment, and amendment to the employee's contract reducing the employee from full-time to part-time status or an amendment to the contract of a part time employee further reducing that employee's percentage of employment.

Due to the confidential and unique personal working relationship necessary between the administration and the Board of Education, a certified employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school district.

Probationary employees will be reduced before tenured employees if the tenured employee is qualified to perform the assignments by reason of certification and endorsement or, where certification is not applicable by college credits in the teaching areas.

Each employee is responsible for filing additional endorsements and changes of address with the Superintendent's office on or before March 20. The employee's new endorsement will not be considered in a reduction in force if the employee fails to file it on or before March 20.

Employees will be reduced on the basis of what is good for the school district as determined by the Board of Education. The criteria used by the Board of Educational are as follows:

- a. Teacher certification and endorsements will be compared in light of the program to be offered by the district.
- b. Is currently assuming extra responsibilities in coaching and/or sponsorship of special program(s) offered by the school district.
- c. Recommendation from the building principal(s) based on contributions to the total school program and any other school related criteria determined appropriate by the building principal(s).
- d. Special qualifications needed by a building or the school district.
- e. The organizational and educational effect created by multiple part-time certified employees.
- f. Length of uninterrupted service within the district.
- g. State and federal regulations, which may mandate certain employment practices.

The weight each criterion carries is determined by the Board of Education.

