

Board Policy

Code No. 407.5

LICENSED EMPLOYEE REDUCTION IN FORCE

The Board has the exclusive authority to determine the appropriate number of licensed employees. A reduction of licensed employees may occur as a result of, but not be limited to, changes in the education program, staff realignment, changes in the size or nature of the student population, financial situation considerations, and other reasons deemed relevant by the Board.

The reduction in licensed employees, other than administrators, will be done through normal attrition if possible. If normal attrition does not meet the necessary reduction in force required, the Board may terminate licensed employees.

It shall be the responsibility of the Superintendent to make a recommendation for termination to the Board. Layoffs will be made within the above categories on the following basis: (a) the Employer will attempt to reduce staff within such categories by normal attrition, (b) employees needed to maintain existing program continuity will be retained without regard to their seniority; and, (c) the employer shall then consider the remaining employees (1) qualifications and ability to perform the work required, and (2) seniority in the particular categories, and if qualifications and ability are equal among affected employees, seniority shall govern.

The Superintendent shall consider the following non-prioritized criteria in making the recommendations:

- Endorsements and educational preparation within the grade level and subject areas in which the employee is now performing;
- Relative skills, ability and demonstrated performance;
- Qualifications for co-curricular programs; and
- Number of continuous years of service to the school district. This will be considered only when the foregoing factors are relatively equal between licensed employees.

Due process for terminations due to a reduction in force shall be followed.

Legal Reference: Iowa Code §§ 20:279

Cross Reference: 407.4 Licensed Employee Dismissal and Suspension
413.5 Classified Employee Reduction in Force
703 Budget

Approved: February 2, 1998

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