

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.

In the event the Board determines that employee positions must be reduced, the following procedures will be followed:

Employees with less than two (2) full years of experience in the District may be laid off or terminated at the discretion of the Employer.

Employees with more than two years' seniority may be laid off within the following categories:

Layoffs: Layoffs will be made within District established 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.

Recall: Laid off employees shall advise the Superintendent of their current address. If vacancies occur in the categories set forth above and employees have been laid off within these categories, the employer shall recall employees within the categories set forth above in the inverse order of layoff. If two (2) years have elapsed since their layoff, they shall have no recall rights. If an employee fails to notify the Superintendent or the Superintendent's designee of a change of address or fails within five (5) days of receipt of notice of recall to advise the Superintendent or the Superintendent's designee of the employee's desire and availability to return to work, any recall rights shall terminate.

An employee may be recalled to a part-time position, but recall rights to a full-time position will continue for the two (2) year period from the date of layoff. Failure to accept a part-time position does not jeopardize the employee's recall rights to a full-time position for the two (2) year period. The effective date of recall shall be considered August 15.

Legal Reference: Iowa Code §§ 20:279

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

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