

GCQA - REDUCTION IN INSTRUCTIONAL STAFF WORK FORCE

When the Wilton-Lyndeborough Cooperative School Board finds it necessary to reduce the number of certified full-time and/or part-time positions for reasons of declining enrollments, budget reduction, change in or consolidation of Board-authorized programs, or for any other reason determined necessary or desirable by the Board, the following reduction-in-force policy will be implemented.

A. Notice

1. As soon as a reduction in force is seriously contemplated, the Superintendent shall notify the President of the Teachers' Association.

For the purposes of this policy, classifications are defined as follows:

K through third grade; fourth through sixth grade; seventh through ninth grade; tenth through twelfth grade. In secondary Schools (grades 7 through 9 and grades 10 through 12), classifications will be defined by major teaching subject areas. For each secondary School, the classifications in each School are further defined according to the courses of study being offered: English, Social Studies, Math, Art, Science, Foreign Language, Business, Home Economics, Physical Education, Vocational Arts, Industrial Arts, Special Education, Music, Alternative Education, Guidance, Library. (Here insert any other subjects which your School may offer.)

2. The decision to implement the reduction in force shall be made at the sole discretion of the School Board.

B. Procedures for Determining Reduction in Force:

1. If reductions in staff are necessary or desirable, the Board should retain those teachers who, at its sole discretion, will be the best teachers for the School system and the students it serves.

2. The Board does not condone "bumping." The best teachers shall be retained, regardless of whether the teacher is probationary or not. A teacher with more than three years of employment in the Wilton-Lyndeborough Cooperative School District shall not have the right to displace another teacher with less than three years of service in the School District.

3. In identifying which teachers to release, the Board shall consider the following factors: certification, academic preparation, professional growth, job performance, experience in certified area and/or job classification, ability, and overall effectiveness. All of the factors being equal, then seniority may be considered in making the final determination. Seniority is defined as the total number of years continuously employed in this School District.

4. There will be no recall rights for terminated employees. However, the School administration shall consider the applications of terminated employees for such positions which may become available in subsequent years provided that said terminated employees submit a seasonable and timely application at the time the position becomes vacant. A previously employed teacher who returns to a teaching position within a three-

year period shall resume employment by the District at no less than the step occupied when the teaching position previously held was terminated.

5. Any transfer, assignments, or re-assignments resulting from or involved with a reduction in staff will be made at the sole discretion of the Superintendent. In the event of a change of assignment or transfer as a result of the reduction in force, the teacher involved shall be notified of such change.

6. This reduction-in-force procedure is the only procedure that may be used in a reduction in force. No other personnel action, other than a reduction in force, may be considered under this policy.

Note: Use only in absence of such a provision in a Collective Bargaining Agreement.

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Second Reading: October 12, 2010

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