

## REDUCTION IN FORCE

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

### Notice

- A. If reductions in staff are necessary or desirable, the School Board will retain those teachers who, at its sole discretion and upon recommendation of the Superintendent, will be the best teachers for the District and the students it serves. The positions identified for elimination will be eliminated by attrition where possible.
- B. Any teacher holding an eliminated position will be notified in writing no later than April 15 that the Superintendent does not intend to nominate such teacher to a teaching position within the district for the following year.

### Procedures

- A. The best teachers shall be retained, regardless of whether the teacher is probationary or not. A teacher with more than three (3) years of employment in the District shall not have the right to displace another teacher with less than three years of service in the District.
- B. In identifying which teachers to release, the School Board, upon recommendation of the Superintendent, shall consider the following factors: professionalism, certification, academic preparation, professional growth, job performance, experience in certified area and/or job classification, ability, and overall performance. 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 the Governor Wentworth Regional School District.
- C. The recipient may request in writing a hearing before the School Board. Such request shall be made of the Superintendent within five (5) days of receipt of said notice.
  - 1. A hearing shall be scheduled by the School Board, if requested, not less than ten (10) calendar days nor more than thirty (30) calendar days after receipt of the written request.
  - 2. The hearing shall be conducted in accordance with the Rules and Regulations adopted by the State Board on March 20, 1974.
- D. There will be no recall rights for honorably dismissed employees. However, the administration shall consider the applications of honorably dismissed employees for such positions that may become available in subsequent years provided that said employee submit an application at the time the position becomes vacant.

- E. Any transfers, 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.
- F. 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.

(Adopted: 1/3/2000)  
(Reaffirmed: 5/15/06)  
(Reaffirmed: 4/6/09)