

## **REDUCTION IN PROFESSIONAL STAFF WORK FORCE (Staff Reduction Policy)**

In the event the Huron Board of Education determines that a staff reduction is necessary, the following procedures will be observed in the order listed:

1. An effort shall be made to effect the reduction through normal attrition.
2. Positions held by persons with less than full certification for their current teaching assignment (defined as holder of an Authority to Act - a substitute or limited certificate) shall be deemed open if the position is desired, as set forth, by a tenured teacher who has been notified his/her position has been reduced.
3. Positions held by persons with proper certification but who have not yet become "continuing contract" teachers shall be deemed open if the position is desired, as set forth, by a tenured teacher who has been notified his/her position has been reduced.
4. In the event that a full-time continuing contract teacher's position is terminated due to staff reduction, longevity shall be the criteria for determination of which teacher shall be released, unless the Board of Education or its designee, at its sole discretion, determines that a teacher with less longevity is to be retained based upon consideration of the following criteria:
  - professional preparation
  - certification
  - evaluations
  - accreditation standards
  - student needs
  - community priorities
  - department/school needs

The above policy applies only to full-time, continuing contract teachers and former full-time teachers who have been reduced to part-time status at the request of the Board of Education.

Any continuing contract teacher(s) who is/are to be released shall be eligible for any position held by those teachers identified in the groups as stated in steps 2-3 of this policy.

5. The board of education will provide the teacher who has been notified his/her position has been reduced a list of those positions described in 1, 2, and 3 above. The list should accompany the letter of intent.
6. The teacher shall notify the board prior to May 1 of which position(s) he/she is certified and qualified to teach or can become certified and qualified to teach prior to the ensuing school year, and the specific position(s) he/she would be willing to accept. The board shall assign the teacher to a position for which the teacher is certified and qualified to teach or can become qualified and certified to teach prior to the ensuing school year and has indicated a willingness to accept. If the position to be reduced is reinstated prior to the beginning of the next school year, the teacher will be reinstated in the same position.
7. If more than one teacher seeks the same position, the board or its designee shall choose which teacher will be assigned to a given position.
8. Any employee not rehired under this provision will be placed on a tentative candidate list for a period of up to one year. Entry on this list will insure consideration for any position for which the former employee is qualified or can be certified and qualified to teach prior to the ensuing school year.