

Professional Personnel Reduction in Force

Board Policy: P-7
Adopted: January 18, 1993
Revised: June 8, 2009

I. General Policy Statement

The Board of Education adopts this policy in order to establish an orderly process for the reduction of certified, professional employees. Teacher non-renewal and reduction in force are separate procedures. Therefore, the Board, upon the recommendation of the Superintendent, may refuse to renew the contract of a probationary teacher or to reemploy any teacher who is not under contract for any reason it considers sufficient. In such cases, the procedures set forth in this policy will not be followed.

II. Procedures

A. Basis for Reduction in Force

A reduction in force may be implemented when there is a significant school system reorganization, decrease in enrollment, or decrease in funding. Reorganization, decreased enrollment and decreased funding are defined as follows:

1. Reorganization is defined as a situation in which the number of existing certified employees exceeds the number required due to a decrease in enrollment, financial demand or other cause that warrants the closing, consolidation, or reorganization of schools or school facilities. This definition includes any elimination, restriction or reorganization of a curriculum offering or program due to financial demand.
2. Decreased enrollment exists when the enrollment or projected enrollment for the next year causes a decrease in the number of teaching or administrative positions allocated by the state or any other funding source. Decreased enrollment also exists when the enrollment or projected enrollment for the next year in a program or curriculum offering is not adequate to justify continuation of the course or program.
3. Decreased funding is any significant decrease in the Board of Education's financial resources that would render the Board unable to continue existing programs at current levels.

B. Determination for Reduction in Force

When the Superintendent determines that a reduction in force is necessary, appropriate or in the best interest of the school system, he or she shall make a recommendation for a reduction in force to the Board. The recommendation shall include:

1. The basis (grounds) for the reduction;
2. The number or estimated number of licensed employees to be reduced by area(s) of program responsibility after normal attrition; and
3. Any background information, data or rationale that supports the recommendation.

The Board will review the superintendent's recommendation and will determine whether to reduce the number of licensed employees or to reduce their terms of employment. If the Board, after exploring, considering and discussing a variety of ways to avoid a reduction in force, determines that the proposed reduction is reasonable, the Superintendent shall recommend which individuals are to be dismissed, demoted, or reduced to part-time employment following administrative guidelines.

C. Dismissal

1. All requirements of G.S. 115-325 will be met, including time limits and procedures for notice and opportunity for a hearing, when any career or probationary teacher (as defined in G.S. 115C-325) is dismissed, demoted, or reduced to part-time due to a reduction in force.
2. Teachers dismissed in compliance with this policy will have their names placed on a list of available employees. Career teachers will have priority on all positions for which they qualify. Their names will remain on the priority list for three years following their dismissal. Any dismissed teacher who refuses a position for which he or she is certified will have his or her name removed from the priority list.

Legal Reference: G.S. 115C-325