

## **G-21 STAFF REDUCTION**

Should it be necessary because of decrease in revenue or declining enrollment to decrease the number of employees, the Board of Education will have the authority, individual contracts notwithstanding, to terminate, demote, or reassign professional and support personnel to achieve the necessary reduction in staff. Normal attrition, voluntary retirements, and voluntary leaves of absence will be considered prior to any staff reductions.

As a prerequisite to all other considerations, the Board will determine, upon the recommendation of the Superintendent, the specific curriculum areas or support services within organizational categories in which personnel is to be reduced.

In accomplishing the necessary reduction, non-tenured personnel in the specifically identified areas will be terminated first.

Based on the most recent recorded evaluation, probationary personnel in the category to be reduced will be ranked from highest to lowest by a committee of the Principal, Director of Instruction, and Assistant Superintendent for Instruction.

Personnel will be terminated in inverse order to their ranking.

If two (2) or more persons receive equal rankings for the assignment or assignment remaining, the one with the least continuous service to the system will be terminated first. If length of service is equal, the position of the respective employees on the salary schedule at the time of the reduction will govern termination from the lowest salary upward.

Any reduction in personnel procedurally will be accomplished in accordance with Alabama Code 16-24-8 – 10.

### **Recall**

Any employee terminated or demoted pursuant to this policy will have recall rights to any position for which he/she is certified, for one (1) calendar year from effective date of his/her termination or demotion and will be recalled to available positions in such professional categories in reverse order of termination or demotion.

If a former employee refuses an offer of employment pursuant to this policy his/her rights of recall are forfeited.

**ADOPTED: May 11, 2004**

**LEGAL REF: Code of Alabama 16-1-30; 16-1-33; 16-24-10; 36-26-100 – 108**