

REDUCTION IN PROFESSIONAL STAFF WORKFORCE

When the School Committee 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 School Committee authorized programs, or for other reason determined necessary or desirable by the School Committee, the following reduction in force policy will be implemented.

A. Notice

1. As soon as a reduction in force is seriously contemplated, the Superintendent of Schools shall notify the President of the Teachers' Association and all of the teachers in the specific classifications upon which it is contemplated a position will be eliminated.

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

K through second grade; third through fifth grade; sixth through eighth grade; ninth through twelfth grade. In secondary schools (grades 6 through 8, and grades 9 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, Science, Foreign Language, Business, Home Economics, Art, Physical Education, Industrial Arts, Special Education, Music, Alternative Education, Guidance, Library, and Computer.

2. The School Committee will accept any written presentations regarding the reduction in force from teachers' associations, individual teachers, or the public.
3. The decision to implement the reduction in force shall be made in the sole discretion of the School Committee.

B. Procedures for Determining Reduction in Force

1. The School Committee will make every reasonable effort to minimize the effects in reduction in force on the current staff by absorbing as many positions as possible through attrition (retirements, resignations, and refusal to contract).
2. If further reductions in staff are necessary, the School Committee should retain those teachers who, in its sound discretion, will be the best teachers for the school system and the students it serves.
3. Teachers whose position has been identified to be eliminated, shall have the right to be offered a contract for the following school year for a position for which the teacher is certified and adjudged solely by the Superintendent as being qualified, provided that a position becomes vacant and available prior to the commencement of the next school year. There will be no obligation on the part of the School Committee to offer a position to a teacher who has been identified

as a teacher to be "laid off" if there is no known vacancy for the following school year for which the teacher is certified and qualified.

4. Specifically, the School Committee does not condone "bumping." The best teachers shall be retained, regardless of whether the teacher is probationary or not. A teacher with more than two years of employment in the school district shall not have the right to displace another teacher with less than two years of service in the school district.
5. In identifying which teachers to release, the School Committee 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 will be considered in making the final determination. Seniority is defined as the total number of years continuously employed as a teacher in this school district.
6. There will be no recall rights for terminated employees. However, the school administration shall for such positions which may become available in subsequent years provide that said terminated employees submit a reasonable and timely application at the time the position becomes available.
7. This reduction in force procedure is the only procedure that may be used in a reduction of force. No other personnel action, other than a reduction in force, may be considered under this policy.
8. Before any substantive change in this policy is voted by the School Committee, the School Committee shall consult with the WOTA concerning the proposed change.

Adopted by the Wells-Ogunquit C.S.D. School Committee:
Revised by the Wells-Ogunquit C.S.D. School Committee:

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