

Personnel - Certificated EmployeesReduction in Force Policy for Certificated Staff

Reductions in certified staff which may be required due to decreasing enrollments, changes in financial support, changing programs, or other factors, will be accomplished when possible through normal procedures of resignations, retirements and other methods of attrition of staff.

The Board of Education shall, in its sole discretion, determine whether such a change or change of circumstances has occurred and whether a reduction of certificated staff is necessary. In the event it becomes apparent that the necessary staff reductions may not be accomplished through the normal attrition, the Superintendent will recommend to the Board of Education the names of those individuals to be terminated or who would have their contracts amended under the Reduction in Force law.

The process of selecting personnel for RIF will involve consideration of (not listed in order of importance):

1. Programs to be offered.
2. Areas of certification and endorsement which may be required to maintain accreditation.
3. Qualifications that may require specific training and/or experience.
4. Seniority – The date of signing their first Holdrege Public Schools contract will be used.
5. Part-time employees for a position shall have the lowest priority for retention.
6. Qualified and/or experienced supervision of extra duty assignments.
7. State and Federal regulations which may mandate certain employment practices.
8. Any other reasons which are rationally related to the instruction in, or administration of, the school system.

No reduction of a permanent or tenured employee shall take place while a probationary employee is retained to render a service which the permanent employee is qualified by reason of certification and endorsement to perform, or where certification is not applicable, by reason of college credits in the teaching area.

Any employee whose contract shall be terminated or amended because of a reduction in force shall be considered to have been dismissed with honor and shall, upon request, be provided a letter to that effect. Such employee shall have preferred rights to re-employment for a period of 24 months, commencing at the end of the contract year, and the employee shall be recalled on the basis of length of service to the school to any position for which he/she is qualified by endorsement, or college preparation to teach. The employee shall, upon reappointment retain any benefits which have accrued to said employee prior to termination, but such leave of absence shall not be considered as a year of employment by the district. An employee under contract to another educational institution may waive recall, but such waiver shall not deprive the employee of his/her right to subsequent recall within the remaining portion of the 24-month period.

Certificated staff members who are notified that they may be considered for reduction in force shall be given an opportunity for a hearing with the Board of Education prior to the time that final action is taken in accordance with the Nebraska statutes then in effect.

Anything in this policy to the contrary notwithstanding, this policy shall specifically permit and allow reductions in force to occur which deal with the total elimination or termination or amendment of contracts or positions, which deal with reductions in force from full-time to part-time, which deal with reductions in force from part-time to lesser part-time, or which deal with any other reductions in force which result in the amendment, termination, or non-renewal of a certificated employee's contract or employment position.

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