

TERRELL COUNTY BOARD POLICY
Reduction in Force

Descriptive Code: GKBA
Date: 2/8/2010
Rescinds Code: GKBA
Date Issued: 7/1997

1. RESPONSIBILITIES AND PREROGATIVES OF BOARD OF EDUCATION

Among the most important functions of the Terrell County Board of Education is the employing of personnel and management of the resources within the limitations defined by the funding sources of the school system. Consequently, it shall be the prerogative of the Terrell County Board of Education (hereinafter the "Board") to abolish job positions, to reduce the length of work year and salary of certified or non-certified personnel (hereinafter "to downgrade") and/or to reduce the number of employees when seeking to cope effectively with program changes or financial exigency.

2. REASONS FOR REDUCTION IN FORCE (HEREINAFTER "RIF")

The Board shall consider a reduction in the work force to include the abolition of job positions, the downgrading of an employee's position, and/or the reduction of the number employees, as a response to the following:

- a. A decrease in student enrollment in the Terrell County School System which would reasonably necessitate a decrease in personnel or a discontinuation of programs;
- b. A change in state or local curriculum, personnel, or financial practices which would reasonably necessitate a change in or elimination of program or services provided by the Terrell County School System;
- c. A loss of funds due to a reduction in state funds, reduction in local funds or other funds that make necessary a reduction in spending;
- d. A lack of funding for programs, personnel or services provided by the Terrell County School System;
- e. Any reasonable reorganization plan to achieve a more efficient school system.

3. APPLICABILITY OF POLICY

This RIF policy shall apply to all personnel employed by the Terrell County Board of Education. Nothing in this policy, however, shall be construed to extend to personnel any expectation of continued employment, re-employment or due process rights greater than are available to the specific employees under the Fair Dismissal Law of Georgia; nor is does this

policy mandate the promotion of any employee to a position of higher rank, authority or compensation, even though the employee who is to be terminated may be qualified or certified for a higher position.

4. RIF PROCEDURE

When the Superintendent of the Terrell County School System determines that the application of this reduction in force policy is necessary, it shall be his or her primary responsibility to prepare for presentation to the Board of Education a plan for reduction in force (RIF) in the affected program area(s). In making recommendations for termination or downgrading of employee positions, the Superintendent may consider any position or employee of the Terrell County Board of Education.

Factors to be considered by the Superintendent in devising a RIF plan shall include, first and foremost, the professional expertise, effectiveness and overall job performance of individual employees as reflected in annual evaluations as well as the Superintendent's own observations and knowledge. Only where demonstrated competence and expertise are equal among employees shall other factors such as tenure status, level of certification, and length of continuous service with the Terrell County Board of Education be considered in order to make recommendations for the termination or downgrading of an employee's position.

In order to develop a RIF plan, the Superintendent may consult with any and all school system personnel who might have information which would enable the Superintendent to rank employees according to overall job performance. Once the Superintendent has completed a comparative assessment of employees, he or she shall prepare and present a plan for reduction in force for Board approval and action.

5. NOTICE AND HEARING PROCEDURES

If the Board acts on the recommendation of the Superintendent to terminate an employee or to downgrade an employee's position, the Superintendent shall notify the affected employee in a manner consistent with the provisions of Georgia's Fair Dismissal Law and he or she shall have whatever rights the Fair Dismissal Act provides for such employee.

CROSS REFERENCE:

REVISED:

REVIEWED:

STATE REF:

LEGAL REF: O.C.G.A.,§20-2-940 Subsection (a) (6), 20-2-942