

OLDHAM COUNTY BOARD OF EDUCATION POLICY

REDUCTION IN FORCE

5057

References: KRS 161.800; KRS 161.011, KRS 161.760

5057.01 CERTIFIED STAFF

Any reduction in force that may be required shall be conducted within procedures permissible under KRS 161.800.

The following guidelines will be followed in the event a reduction in force of a tenured certified employee is necessary:

1. Seniority within each teaching field affected shall be the factor in determining reductions in force for continuing contract staff.
2. If a certified staff member has three (3) or less years remaining before qualifying for retirement, and is affected by a reduction in force, said staff member will be placed on the substitute list as a permanent substitute while retaining current salary and all fringe benefits in effect at the time of the reduction and be paid his or her current daily rate on those days worked as a substitute.
3. If a certified staff member has more than three (3) years until qualifying for retirement, an unpaid leave of absence for up to two (2) years may be requested and granted in order to obtain additional certification. Substitute teaching will be made available to staff whenever possible while they are on leave completing additional certification.

5057.02 CLASSIFIED STAFF

The Superintendent may make a reduction in force as a result of reduced funding, enrollment, changes in the district or school boundaries, or any other compelling reason as determined by the Superintendent. Those employees who have less than four (4) years of continuous service shall be reduced first. In the event it is necessary to reduce classified employees who have more than four (4) years of continuous active service, the Superintendent shall make reductions within each job classification affected based on seniority in the district and qualifications for the position, such as specialty license/training, whether the position is full-time or part-time, and based on District needs. If seniority and qualifications are equal, the classified employee with the highest evaluation ratings will be retained. Employees with more than four (4) years of continuous service have the right of recall based on seniority if positions become available for which they are qualified.

“Reduction in Force” means total separation from employment in the district and shall not include a change in duties or non-renewal of a part-time position when an employee holds more than one (1) position.

"Seniority" means total continuous months of service in the district, including all paid and unpaid leave.