April 7, 2016

TO: Eric Williams, Ed. D.
Superintendent

FROM: Kimberly L. Hough, Ed.D.
Assistant Superintendent for Personnel Services

SUBJECT: Preferential Hiring in the Case of a Potential Reduction in Force

The purpose of this memo is to address the topic of preferential hiring in the case of a potential reduction in force for licensed personnel related to possible reduction actions as part of the FY17 budget reconciliation process.

If probationary employees are the subject of a reduction in force for licensed personnel, it is recommended that the Superintendent and School Board exercise the option to give probationary employees consideration for rehire as per Policy 7-73 as long as they have satisfactory, proficient or accomplished evaluations. Sample language is included below.

*In accordance with School Board Policy 7-73, the Superintendent recommends that the School Board use its discretion to approve giving preference for rehire to licensed probationary employees who receive a RIF notice and whose last rating earned was satisfactory, proficient, or accomplished. The preference for rehire would be given if all continuing contract recalls have been exhausted and would be provided until September 30, 2016.*

Please let me know if you have questions or need further information.