

Management, Supervisory and Confidential Personnel

**PERSONNEL REDUCTION (LAYOFF/REHIRE)**

**Reduction of Services**

This policy is not a substitute for demotion/dismissal procedures. The Superintendent shall, however, take into account the following factors before making recommendations for reduction of services:

1. The assessment of the relative effectiveness of each individual in the classification being reduced.
2. Length of service as a management team member.
3. Any other factors which should be considered to maintain the most effective management.

The Superintendent or designee shall give written notice to certificated management employee scheduled for possible reassignment by March 1 of the prior school year in which the reassignment is to take place. Classified management employees shall be notified 60 days prior to the date of the reassignment.

Upon receipt of the written notice of possible reassignment, the management team members have the right, upon written request, to meet with the Superintendent and receive in writing the reasons for the proposed reassignment. Upon receipt of the reasons for reassignment, the management team member has the right to address the Board before final action is taken.