

SECTION 7: Layoff and Recall

Definitions:

“Seniority” as used in the Agreement shall mean longevity with the District based on continuous, full time contractual employment commencing with the signing of an agreement with the Putnam City School District.

“Years of service in the District” as used in the Agreement shall mean all full time contractual employment. These years need not be continuous. (2002)

A. In the event it becomes necessary for the Board of Education to layoff teachers, the Board shall follow the procedures listed below: (2002)

1. Normal attrition throughout the district. Teachers declared in excess in a building will be reassigned when fully qualified to fill vacancies in other buildings.
2. Licensed teachers shall be released first. (2002)
3. Selection of licensed teachers to be released shall be based on the following criteria in the order listed below: (2002)
 - a. Areas of certification
 - b. Professional evaluations
 - c. Hire date
4. Probationary teachers will be released before career teachers who are fully qualified to hold positions currently held by probationary teachers. (1990)
5. Selection of probationary teachers for release will be based on the following criteria in the order listed below: (2003)
 - a. Areas of certification
 - b. Years of service in the District
 - c. Professional evaluations
6. If normal attrition and the release of licensed and probationary teachers does not sufficiently reduce the certified staff, the following items will be considered in the reduction process in the order they are listed:
 - a. Seniority in the District (2002)
 - b. Years of service in the District
 - c. Total number of years teaching experience
 - d. Length of service in current assignment.

B. Any Teacher affected by a proposed layoff shall have the right to a hearing before the Board prior to a reduction in force. (1994)

C. When a program is cut due to budgetary constraints and the program is then reinstated within one year, the affected teacher(s) shall have right of first refusal. (2004)

D. Recall shall be in inverse order of separation by category of need. A

Teacher who is released shall remain on the recall list for one (1) year after the effective date of release unless the teacher waives the recall right in writing, resigns, or fails to accept recall to a position for which he/she is qualified. (1986)

E. Teachers who are released under the provisions of Layoff and Recall shall:

a. If probationary – have previously accrued sick leave restored if recalled within the year.

b. If career – have the option of being paid for accrued sick leave, if eligible, under the provisions of Article V, Section 2 when released or having accrued sick leave restored if recalled within the year. (1990)

F. Communication will be frequent and ongoing between the Superintendent, or designee, and the Association during the layoff process.