

LICENSED EMPLOYEE REDUCTION IN FORCE

Code No. 407.5

The Board of Directors has exclusive authority for determining the appropriate number of licensed employees. A reduction in number of licensed employees may occur as result of changes in the education program, staff realignment, changes in the size or nature of the student population, financial situation considerations, or other reasons deemed relevant by the Board.

The reduction in number of licensed employees, other than administrators, will be done through normal attrition if possible. If normal attrition does not meet the required necessary reduction in force, the board may terminate licensed employees.

It shall be the responsibility of the superintendent to make recommendations for termination to the Board. The process for reduction in force shall be as follows:

A. DEFINITION:

When one or more teachers are to be terminated because of change in the size or nature of student population, unavoidable budgetary limitations, or other factors seriously affecting the over-all operation of the school system, those teachers in the professional categories affected and with least continuous seniority in the Edgewood-Colesburg School District shall be terminated by the following order of procedures:

1. Attrition (normal turnover due to retirement, resignation, transfer, etc.)
2. The seniority principle shall apply system-wide, unless needed to maintain an existing program. The seniority principle shall be defined as the total number of years of teaching experience in the Edgewood-Colesburg school at the level or curriculum area where the reduction is needed. When involuntary transfers occur, the administration will use the seniority principle in new assignments. The seniority principle shall apply as follows:
 - a. In grades PreK-6, remedial position included, the basic seniority principle (total years of teaching experience within that range of grades) shall apply.
 - b. In grades 7-12, the basic seniority principle shall apply within a curriculum area. The curriculum areas are defined as Science, Language Arts, Social Studies, Mathematics, Business, Music, Art, Guidance, World Languages, Driver's Education and Media. If a curriculum area is eliminated, the teachers within that area should then have an opportunity to enter another curriculum area from which they are certified with selection again being based upon total years of teaching experience within that area.
 - c. For persons in the areas of Music, Art, Physical Education, Special Education, Gifted and Talented, and Industrial Arts, who are certified for grades PreK-12, the basic seniority principle shall apply for the entire range of grades when transfer is attempted within these areas.
 - d. For persons certified for grades PreK-12, excluding the areas mentioned in point "c", the transfer from a secondary to elementary level, or vice versa, will be based upon the actual years of teaching experience within the area of attempted transfer, with the basic seniority principle again applying.

Extra duty assignments shall not be given preference above seniority rights.

Due process for terminations due to a reduction in force shall be followed.

Legal Reference: Iowa Code 20; 279

Cross Reference: 407.4 Licensed Employee Suspension
413.5 Classified Employee Reduction in Force

Adopted: 07/12/84

Reviewed: 04/13/2026

Revised: 08/19/2019