

Article IX.A.1.x.      Reduction in Force

A.      Statement of Policy

The Board may, in its discretion, reduce the number of employees if it determines that reduction in the number of employees or staff in any job classification is necessary because of lack of work, lack of funds, shortage of anticipated revenue, school closure or consolidation, declining enrollments, discontinuance or substantial reduction of a particular program or service, organizational realignments, or for other just reasons. Reductions shall be made according to state statute and current negotiated agreements.

B.      General Reduction Procedures

1. Factors used in considering a reduction in staff are as follows:
  - a. program and staffing needs;
  - b. past conduct, job performance, and discipline; and
  - c. qualification, including but not limited to, levels or types of education, certification, or training.
2. Based upon the above criteria, employees within a given job/employment classification will be placed in rank order and laid off in reverse order starting with the lowest ranked employee.

C.      Notice

Employees to be released shall be given adequate written notice before employment is terminated consistent with the time and content requirements of state law.

D.      Potential for Rehire

Employees who have been released as result of a reduction in force shall have the right in reverse order of layoff, if they so desire, to interview and be considered for a posted position for which the former employee (1) has applied and (2) is qualified for a period of 90 calendar days following the date of layoff.

**References**

Utah Code §53G-11-516. Necessary Staff Reduction Not Precluded