

Kingsport City Schools

Monitoring: Review: Annually, in February	Descriptor Term: Staff Positions-Creation of Positions and Reduction in Force	Descriptor Code: 5.116	Issued Date: 02/03/11
		Rescinds:	Issued:

CREATION OF POSITION

All staff positions shall be approved through the budget process in accordance with an organizational plan submitted by the Superintendent of Schools. The Superintendent shall, when deemed necessary, amend the organization plan with approval from the Board. The Board shall approve positions and provide the appropriate funding within the budget.

The Superintendent of Schools may revise the organizational plan as long as budgetary amounts are not exceeded and Board policy is not violated. In the event of reorganization, the Superintendent of Schools will adhere to all applicable reduction in force guidelines and will inform, in a timely manner, each member of the Board of the change and include the change in the Superintendent's report at the next Board meeting. If change in personnel creates additional encumbrance on a future budget, prior approval of the Board is required.

REDUCTION IN FORCE

When it becomes necessary to reduce the number of positions in the system during the contract year because of a decrease in enrollment or for other good reasons, the Board shall abolish the positions and the Superintendent shall dismiss such employees as may be necessary.

Licensed Personnel

Reductions in staff will be made in accordance to state law and in consideration of the best interest of students.

When a teacher is released because of reduction in staff, the teacher shall be given written notice of release explaining the circumstances or conditions making dismissal necessary.

Non-Licensed Personnel

When a non-licensed employee is released because of a reduction in the number of support positions, the Superintendent of Schools shall give the employee written notice of dismissal explaining the circumstances or conditions making termination of employment necessary.

RECALL

The Superintendent of Schools shall develop procedures for re-employment of tenured teachers as required by law.

Legal Reference:

OP Tenn. Atty. Gen. 93-66 (November 29, 1993)

TCA 49-5-409(d);

TCA 49-2-301 (b)(1)(EE)

TCA 49-5-511(b)(1)

TCA 49-5-511(b)(4)