

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** November 23, 2010

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **REPORT ON THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 4234 – REDUCTION IN FORCE**

**ORIGINATOR:** Joe A. Hairston, Superintendent

**RESOURCE PERSON(S):** Donald Peccia, Assistant Superintendent, Human Resources

**RECOMMENDATION**

That the Board of Education reviews the proposed deletion of Board of Education Policy 4234. This is the first reading.

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Attachment I – Policy Analysis  
Attachment II – Proposed Policy 4234

**POLICY ANALYSIS FOR  
BOARD OF EDUCATION POLICY 4234  
REDUCTION IN FORCE**

**Statement of Issues or Questions Addressed**

Board of Education Policy 4234 was last revised in 1984. The Department of Human Resources, Office of Personnel, recommends the deletion of Policy 4234, because the language concerning the Board's authority to reduce its classified work force by layoffs or transfers is included in the Board's negotiated Master Agreements. Therefore, a policy is not needed.

**Cost Analysis and Fiscal Impact on School System**

No fiscal impact is anticipated by the deletion of this policy.

**Relationship to Other Board of Education Policies**

1. Board of Education Policy 4234.1, *Reduction in Force, Bus Drivers and Attendants*

**Legal Requirements**

None

**Similar Policies Adopted by Other Local School Systems**

1. Anne Arundel County Board of Education, Policy 802.12, *Layoff/Reduction in Force-Classified Staff*
2. Montgomery County Board of Education, Policy GFA-RA, *Establishment and Abolishment of Positions*

**Draft of Proposed Policy**

Attached

**Other Alternatives Considered by Staff**

None

**Timeline**

First reading – November 23, 2010

Public comment – December 7, 2010

Third reading/vote – January 11, 2011

PERSONNEL: Classified

Status Change: Reduction in Force

Should it become necessary to reduce the work force due to lack of suitable work by terminating a satisfactory employee(s), layoffs or transfers will be effected beginning with the employee having the least service within the classification (with the same job description) in which the overage occurs.

An employee who has been laid off due to a reduction in work force will remain on a recall list for one (1) year. A supervisory/ technical (Unit III) employee who has been laid off due to a reduction in work force will remain on a recall list for two (2) years. As vacancies develop in identical classified positions, the employee on the recall list will be offered these positions. Failure to accept a job offer except for proven medical disability will result in removal from the recall list.

Also see Master Agreement between Council 67/Local 434 of AFSCME, AFL-CIO and the Board of Education BACE/TABCO and the Board of Education.

Policy  
Adopted: 6/28/73  
Revised: 3/25/82  
Revised: 4/26/84]

Board of Education of Baltimore County