

Staffing Protocol FAQ
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Q:	Where can I find the Staffing Protocol for school pairings in DCSD?
A:	Here you go with an explanatory flowchart .

Q:	Who does the Guarantee set out in the Staffing Protocol apply to?
A:	The Guarantee applies to <u>every</u> staff member who maintains year-over-year employment (vs. a one year only), who remains in good standing per normal evaluation, and who is employed in a pairing school for SY 25-26. The Guarantee also applies to anyone newly hired into a pairing school for SY 25-26 who meet the above criteria.

Q:	What is Paired School Priority (PSP)?
A:	What PSP Status Means: ● Through the Pairing Hiring Process (PHP), Affected Staff Members will have the opportunity to discuss open positions with a hiring supervisor before they are posted. ● Staff with PSP status will receive job search support, including resume assistance, tips for the hiring process, and career development coaching. How the PHP Works: ● An Affected Staff Member and hiring supervisor will meet to discuss any open position(s) and determine if an offer for a commensurate position is appropriate before the job is posted per normal DCSD protocols. ● Once an Affected Staff Member secures a commensurate position, whether at the newly paired

	school or another DCSD location, they may reactivate PSP status if they wish to seek another position within DCSD before the end of their employment term in the 2027-28 school year. To do so, they must contact the Office of Human Resources.
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Q:	What do you mean that every staff member who wishes to work in the paired building in SY 26-27 can do so? What if there are extra staff? And what happens in SY 27-28 if there are too many staff members in SY 26-27?
A:	The timeline here is important: – By June 1, 2025, a principal will be designated for the newly paired school. The principal and their core teams will work to speak with every staff member in the paired buildings to assess the staff member's needs, and vice-versa. – On February 16, 2026, all affected staff members will gain PSP status. By February 2026, staff members will likely have enough information to assess their role in the newly paired school. At that point, they can either decide to move/stay in the newly paired school OR seek other opportunities via PSP. However, for SY 26-27 only, if a staff member would prefer to work in the paired school for that year, they can do so. The rationale for this is straightforward: Our kids will need as many adults around them as possible to help with the transition so additional staff will help with that. For the following school year (SY 27-28) and beyond, though, the building leader will right-size staff per normal staffing and budget processes. A reminder: Any staff member impacted by that right-sizing will still have access to PSP and have it through SY 27-28.

Q:	I am a 6th grade teacher at an elementary school in the TRHS, MVHS, and HRHS feeders (NPA schools). If 6th grade students move to middle school, what does that mean for my position?
A:	Whether your school is part of a school pairing or not, staff will recommend to the Board of Education in April that all 6th graders in the North Planning Area (the feeders listed above) move to middle school starting in SY 26-27. This means a few things: – It will not happen right away. Everyone will have time to plan. – You have options! Assuming appropriate licensing and an open position, you can stay at your (P)K-5 building or look for other positions as a 5th grade teacher OR look for 6th grade positions at our middle schools in the NPA, and across the district. – The benefits of the Staffing Protocol (linked above) apply to 6th grade teachers in NPA schools. Every affected staff member will have Paired School Priority (PSP) starting February 2026, discussed above.

Q:	I am close to retirement and a staff member at a paired school. Will DCSD offer early retirement for those of us who might be interested?
A:	We very much value each of our staff members, including those who have been with us for a long time and have done such great things for our kids. We need everyone who wants to be with our kids for the next couple of years, with our kids especially during a pairing transition. So we will not offer early retirement incentives. BUT, as the Staffing Protocol states, we are open to working with staff members who are close to retiring on alternative positions in the

	building such as, for example, a mentor teacher role for a year or two if/as needed. If you're interested in that, please reach out to your supervisor. While we cannot guarantee any new position/role, we may be able to help meet our kids' needs as well as yours.
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Q:	What about SSN, AN, BASE, Nutrition Services, where staff typically moves if programs move campuses? Are they subject to the same benefits of the position guarantee in the Staffing Protocol?
A:	Yes, these staff members are subject to the same guarantee. As normal, department and program supervisors will allocate staff as needed.

Q:	How will staff with PSP status know about positions before they are posted? How will they be notified of those positions? How long will PSP be given to consider that job before the hiring manager looks at other candidates?
A:	Our Pairing Liason will be hired shortly and will work with affected staff to ensure they have timely information to assess possible job opportunities. Staff will receive more information ahead of February 2026 (when PSP status attaches). Hiring managers and prospective hires will work off of a normal timeline for assessing whether there is a "match," or not.

Q:	How will the alternative licensure program participants be affected for schools that are a part of the school pairing? Would I still have access to the PSP?
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A:

Yes. The Guarantee provides for a “commensurate position” which is a position similar to the staff member’s current role that they are qualified for (e.g., 1.0 primary/intermediate teacher → 1.0 primary/intermediate teacher, or .5 EA IV → .5 EA IV). A commensurate position may not be identical to the one currently held by the staff member in terms of, for example, geographic location or grade level.

However, outside of the Guarantee for a “commensurate position,” any staff member may look for a different position at the school or in the district otherwise as their needs and/or qualifications shift. If this situation applies to you, please contact your supervisor or the Office of Human Resources – we’ll help you get where you want to go as much as possible.