

CONEJO VALLEY UNIFIED SCHOOL DISTRICT

RESOLUTION #25/26-15

**ORDERING OF SENIORITY OF CERTIFICATED EMPLOYEES
WHO FIRST RENDERED PAID SERVICE ON THE SAME DAY**

WHEREAS, the Governing Board of the Conejo Valley Unified School District has further determined that among employees who first rendered paid service to the District on the same day, the order of termination will be based solely on the needs of the District and the students thereof;

NOW, BE IT RESOLVED that as among employees who first rendered paid service, the order of seniority shall be determined by application of the following criteria in the following order:

First, the following criteria will be applied:

Step 1: EL Authorizations Held:

- a. BCLAD/BCC (2 points)
- b. Other EL authorization (1 point)
- c. No EL authorization (0 points)

If employees are still tied after Step 1, the order of seniority will be determined by application of the following criteria:

Step 2: Number of Clear or Preliminary Credentials or Authorizations Held:

- a. Possession of clear or preliminary credential (1 point given for the first clear or preliminary credential; 0 points are given for intern or temporary credentials or authorizations)
- b. Additional authorizations (1 point is given for each authorization)
- c. More than one credential (1 point is given for each additional credential)

If employees are still tied after Step 2, the order of seniority will be determined by application of the following criteria:

Step 3: Professional Preparation – Degrees and Graduate Units from an Accredited College (No extra points are given for multiple degrees)

- a. BA/BS with less than 45 units beyond the Bachelor's degree (1 point)
- b. BA/BS + 45 units (2 points)
- c. BA/BS + 60 units (3 points)
- d. MA/MS (4 points)

If employees are still tied after Step 3, the order of seniority will be determined by application of the following criteria:

Step 4: First Date of Paid Service with the Conejo Valley Unified School District (as a certificated or classified employee, excluding service as an exempt employee as either a day-to-day, long-term or substitute employee)

If employees are still tied after Step 4, the order of seniority will be determined by application of the following criteria:

Step 5: Total Certificated Experience with a Valid Credential (1 point given for each year of experience)

If employees are still tied after Step 5, the order of seniority will be determined as follows:

Step 6: Final Tie Break by Random Selection (Names of employees with tied seniority will be determined and ranked in the order drawn).

If an employee, by having obtained additional authorizations, credentials, preparation or experience, demonstrates before March 15 that they are eligible to move from one group of randomly ordered employees, as provided in Step 6, to another group of randomly ordered employees, that employee will be placed at the end of the new randomly ordered group. If more than one employee demonstrates eligibility to move into any randomly ordered group, the order of these employees at the end of the group shall be determined by random selection as provided in Step 6.

I hereby certify that the foregoing is a true and correct copy of a Resolution duly passed and adopted by the said Board of Education at the regularly scheduled Board of Education meeting held on November 5, 2025.



Bill Gorback, Clerk, Board of Education



Mark W. McLaughlin, Ed.D., Superintendent and Secretary to the Board of Education