Board Policy 5740: Reduction in Force

Status: ADOPTED

Original Adopted Date: 07/01/2015 | Last Revised Date: 08/10/2026 | Last Reviewed Date: 08/10/2026

The Board has the responsibility to maintain good public elementary and secondary schools and to strive to meet the educational interest of the State, consistent with State and federal educational requirements, including strategic plans, accreditation requirements, and other school-based issues. However, sometimes the District must eliminate certificated staff positions. The Board adopts this policy to provide a fair and orderly process should such elimination of positions become necessary.

The Board has the sole and exclusive authority to determine the appropriate number of certificated employees and to eliminate certified staff positions consistent with the provisions of State law. A reduction of certified employees may occur as a result of, but not be limited to, the following examples or from other conditions necessitating reductions:

1. Decreases in student enrollment;
2. Changes in curriculum or programs
3. Staffing limitations of the District; or
4. Negative changes in the financial conditions of the District.

The need for implementation of a reduction in force or the elimination of certificated positions is left to the sole discretion of the Board. However, no such decision shall be made until after completion of the written evaluation for each certificated staff member, and the decision as to which employee(s) will be subject to the reduction in force shall not be based solely on consideration of seniority or contract status.

The Board may choose to implement a reduction in force through the elimination of:

1. An entire program or portions of programs;
2. Positions in certain grade levels only;
3. Positions by category;
4. Positions in an overall review of the District;
5. A portion or percentage of a position or positions; or
6. Any combination of the above.

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Legal References	Description

IC § 33-514	Issuance of Annual Contracts – Supports Programs – Categories of Contracts – Optional Placement
IC § 33-515	Issuance of Renewable Contracts
IC § 33-522	Financial Emergency
IC § 33-522A	District Trustees - Reduction in Force

Other References	Description
ISBA Policy Services	https://www.idsba.org/member-services/policy/

Cross References

Code	Description
5100	Hiring Process and Criteria
5100	Hiring Process and Criteria
5100	Hiring Process and Criteria
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