Reduction in Force  
OSBA Summer Board Workshop  
Saturday, July 16, 2016

Developing a plan for a reduction in force is one of the most difficult tasks for a District to face. Having an understanding of the complex process involved in designing a plan and the role the Board, District administrators, and Associations play in the process can have a dramatic impact on the outcomes of the process.

The Board has an obligation to analyze what programs should be maintained by the District. Prior to any specific discussion at the Board level, the Superintendent should request the Board pass a motion to authorize the Superintendent to develop a reduction in force plan to bring back to the Board for review.

The process for preparing a plan for a reduction in force includes reviewing Board policies, state statutes, collective bargaining agreements, and individual agreements. Best practice includes updating and reviewing personnel files and completing a matrix that includes seniority, competence, and merit information.

Relevant Oregon Revised Statutes (ORSs) for teachers and administrators: ORS 342.934,

Relevant Court Cases and Arbitrations:

- Non-renewals prohibited as reduction in force: Corvallis School District No. 509J and Mid-Valley Bargaining Council (Levak, 1983)

Relevant Articles in Collective Bargaining Agreements:

Reduction in Force or Layoff and Recall, Grievance, & Personnel Files

Relevant District Policies:

GCPA, GDPA, CPA,

Peggy Stock  
Director of Labor Services