

# POLICY

## HOWELL TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

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Layoffs

### 4145 LAYOFFS

It is the responsibility of the Board to provide the staff necessary for the operation of the schools of the district, consistent with the responsibility of the Board to its constituency for the judicious allocation of its resources.

The Board reserves the right in accordance with statute to abolish any existing position in whole or in part or to reduce the number of employees in such positions. The Superintendent or Board Secretary, as applicable, shall recommend to the Board for its deliberation the abolishment of existing positions, but shall meet and confer with the applicable recognized employee organization before so doing.

Non-instructional personnel not tenured in their position shall be selected for lay-off in accordance with the terms of the applicable negotiated agreement or length of service in the district.

Secretarial-clerical personnel not tenured in their position shall be selected for lay-off in accordance with length of service in the district.

“The entitlement of a tenured secretary to a position held by a nontenured secretary will be adjudged...to be viable only if the tenured secretary possesses the skills and necessary qualifications to efficiently perform the duties of such secretarial position.” (Sheridan v. Ridgefield Park Board of Education, 1975 S.L.D. \_\_\_\_\_ 12/17/75)

In the event it is necessary to reduce the number of janitors, janitor engineer, custodian or janitorial employees under tenure, the one having the least number of years to his/her credit shall be dismissed in preference to any other having a longer term of service and the person so dismissed shall be and remain upon a preferred eligibility list in the order of years of service, for reemployment whenever vacancies occur and shall be reemployed by the Board in such order and upon reemployment shall be given full recognition for previous years of service in his/her respective positions and employment. (18A:17-4)

N.J.S.A. 18A:6-10; 18A:17-4

Adopted: 03 January 2013

