

## REDUCTION IN SUPPORT STAFF WORK FORCE

In the event that it becomes necessary to reduce the number of support staff (any non-certified personnel) in any area due to decreases in student enrollment, program elimination or reductions, or to reduce the number of support personnel in a given employment area, field, or program, or to eliminate or to consolidate positions, the Board will declare a reduction in force in compliance with the following procedures:

1. It shall be at the sole discretion of the Board, upon the recommendation of the Superintendent, to determine the reduction in force of support personnel required and service or adjustment to be made. All reductions shall be based upon the best interests of the school system and the maintenance of a sound and balanced educational program consistent with the functions and responsibilities of the Board.
2. A letter stating the reason for the reduction will be placed in the personnel file of each laid-off support employee.

## RECALL

Due to the diversity of the job descriptions for support personnel, recall rights will be at the discretion of the Allegheny County School Board based upon the:

1. Best interest of the school system.
2. Openings in the job area of the laid-off worker.

Questions, which may arise concerning this policy, will be answered by interpretation of the Superintendent subject to review by the School Board.

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Adopted: February 22, 2016