

Administrative Regulation

Certificated Administrative Employees, Rights as Related to Reassignment to a Position of Lower Rank and/or Salary Due to a Reduction in Force

- A. Notice of Rights: Pending Reassignment
 - 1. Notice of proposed action
 - 2. Statement of specific reasons, upon request
 - 3. Access, upon request, to materials on which the proposed action is based
 - 4. Opportunity to meet with the Board of Education and respond to the reasons for the proposed action
- B. Rights at the Meeting with the Board of Education
 - 1. Right to respond orally and/or in writing to the proposed action
 - 2. Right to representation
- C. Post-Decision Rights
 - 1. Receive a written copy of the Board of Education decision. The action of the Board is final.
 - 2. A certificated administrative employee who has been reassigned because of a reduction in force may be reinstated to vacancies that occur subject to the following conditions:
 - a. The superintendent recommends reinstatement to the Board of Education based on the needs of the district
 - b. The position opening is at the same or lower administrative classification held at the time of reassignment
 - c. The employee has received satisfactory evaluations in the interim

Ref: EC Sections 44897, 44898, 44951, 44955

Approved: August 19, 1980

Reviewed: March 4, 1986

Reviewed: July 1, 2000