



## Board Policy 407 Layoffs of Classified Employees

Reference: *Education Code 8805; 88014; 88015; 88017; 88117; 88127; 45198; 45308*

It is the responsibility of the Board to provide the necessary staff for the furtherance of the educational program and the operation of the District, but to do so in an efficient manner 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 positions, in whole or in part, and to reduce the number of employees in such positions.

The workforce of the District may be reduced due to insufficient funds, reduced work load, combination or elimination of jobs, or when reemployment rights of an employee on military leave make such action necessary. For members of the classified service, the reduction shall be made in reverse order of seniority in the job classification of the employee.

A reduction in work force is not a dismissal and an employee shall have priority for reinstatement when the situation changes favorably. If a regular employee is reinstated within thirty-nine (39) months of a layoff, the employee shall regain all accumulated benefits accrued to him/her at the time of the layoff and no probationary period will be required.

Personnel shall be selected for layoff in accordance with law, but length of service shall be given for time spent on military leave of absence, unpaid illness leave, and unpaid industrial leave.

Board approval date: \_\_\_\_\_