

REDUCTION IN FORCE OF ADMINISTRATIVE POSITIONS (LATERALITY)

Pursuant to the provisions of West Virginia Code § 18A-4-7a, when a board of education must reduce the number of administrative employees, an administrator subject to release shall be employed in any other professional position where such administrator is certified and was previously employed or to any lateral area for which such employee is certified and/or licensed, if such administrator's seniority is greater than the seniority of any other employee in that area of certification and/or licensure.

The following positions shall be considered to be lateral for the purposes of any reduction in force of administrative and other professional employees, other than classroom teachers:

1. Elementary school principals shall be lateral only to elementary school principals with the similar contract terms, supplemental pay, and other benefits.
2. Middle school principals shall be lateral to middle school principals, assistant middle school principals, and high school assistant principals.
3. High School principals shall be lateral to high school principals, middle school principals, and assistant high school and assistant middle school principals.
4. Assistant high school principals shall be lateral to assistant high school and assistant middle school principals.
5. Assistant middle school principals shall be lateral to assistant high school and assistant middle school principals.
6. All other administrative/professional positions shall be lateral only to administrative positions with similar duties, title, required qualifications, licensure/certification, pay and contract terms.

The following general provisions shall govern all reductions in force of administrative positions:

1. No administrator who is subject to reduction in force may displace a less senior administrator in the same lateral area if doing so would give the administrator subject to reduction a promotion in terms of contract terms, days of employment, or other benefits/terms of employment.
2. When any professional employee is subject to reduction in force and is to be placed in a lateral position or a position in which he/she was previously employed, the employee must be fully qualified for the position in terms of licensure/certification, experience, and any other qualifications deemed necessary and required as reflected in the job posting.

3. Administrators shall gain seniority in their nonteaching area of professional employment on the basis of the length of time the employee has been employed by the Board in that area. If an employee is certified as a classroom teacher, the employee accrues classroom teaching seniority for the time that that employee is employed in another professional area. For the purposes of accruing seniority under this policy, employment as principal, supervisor, or central office administrator, shall be considered one area of employment.

4. If an administrator is entitled to be considered for placement in a position previously held and placement into a lateral area, the administrator shall be entitled to placement into the available position of highest rank and salary. In the event the position previously held and the position available in a lateral area are of equal rank and salary, the administrator shall be entitled to placement in the position held by the administrator with the least seniority.

ADOPTED: June 12, 2014