

SECTION: ADMINISTRATIVE  
EMPLOYEES

TITLE: SUSPENSIONS AND  
FURLOUGHS

ADOPTED: November 9, 1995

REVISED: January 11, 2007

# Palmyra Area School District

311. SUSPENSIONS AND FURLOUGHS	
1. Purpose SC 1124	Maintenance of an administrative and supervisory staff appropriate to effectively manage the affairs of the district is a Board responsibility. The purpose of this policy is to establish the manner in which necessary reductions of that staff shall be accomplished.
2. Authority SC 524, 1125	The Board has the authority and responsibility to determine how suspensions and furloughs of administrative staff shall be made when necessary and in accordance with law.
3. Delegation of Responsibility SC 1125.1	The Superintendent shall develop administrative procedures for the reduction of staff in accordance with this policy and with applicable law and which ensure the following:  The efficiency and effectiveness of district organization and staffing patterns shall be under continuing review, and recommendations for abolishing positions and reallocating duties shall be presented for Board consideration when the Superintendent considers such actions to be in the best interest of the district.
SC 1109, 1125.1	Standards shall be established for the suspension or furlough of one administrative employee over another when one or more must be suspended. Such standards shall be based upon:  the background necessary to perform the duties of the affected position;  seniority in district; and  scope of certifications.