

FAQ's for SEA Represented Displaced Staff

What is the difference between displacement and RIF (reduction in force)?

Displacement occurs when a budget reduction requires a reduction of represented positions in a school or program. The position is identified, volunteers are requested, and if no volunteers come forward, the least senior employee within certificated teaching category or classified job title, is displaced from the school or program. While the school cannot retain the employee, they are displaced and may be eligible for other positions for which they qualify.

RIF occurs among represented position after district-wide staffing is completed and it is determined that there is a greater number of staff than funded positions. The specific areas of reduction are determined by category/job title and the least senior employees are identified for layoff.

Displacement occurs within a building or department and RIF is district-wide.

If a teacher or classified employee is funded by a specific grant that is no longer available, is that teacher the one displaced?

Funding is not a factor in displacement decisions; only category and seniority. If the teacher funded with grant funds that will be discontinued is least senior in the category identified for reduction, they would be displaced. If not, the least senior teacher in that category would be displaced regardless of funding. However, if the teacher is located at a school but funded out of a Central department, their displacement is determined by the Central department, not the school.

If a certificated employee is funded centrally, but assigned to a school location, is the employee included in the school or Central department displacement process?

An employee staffed in a Central department is included in the staffing of that department rather than the school in which they are assigned.

Are displaced staff members more vulnerable to RIF?

RIF decisions are determined based upon seniority and category (certificated) or job titles (classified). Displacement or leave or leave status does not affect these decisions.

Why was I displaced?

Building Leadership Teams and Central management staff determined the job title or category to be reduced based on budget allocations. Managers ask for volunteers within this job group and if none came forward, they identify the least senior employee in the job title for displacement.

Displacement decisions are based upon seniority within job title and categories.

Job performance is not a factor in displacement, nor is the number of years worked in a particular department. The overall District seniority is used to determine displacement within category and job title.

What is the classified exemption process?

The exemption process provides the opportunity for managers to advocate for retention of classified represented staff identified for layoff/RIF.

The exemption is written by departments for specific employees. The exemption request is evaluated by the Exemption Committee.

Approval of the exemption request moves a more senior staff member in the same job title to RIF and retains the exempt employee.

What are valid reasons for requesting a classified exemption?

Exemption requests may be written for classified employees who perform a critical program and/or organizational function or who possesses special and unique skills and expertise. This might include training received or specific experience or education needed.

Exemption requests should be written if a person is in a position that is considered unique or essential to maintaining either a critical or legally mandated program or function.

What is the Right to Return? Who has the Right to Return?

An employee who is displaced shall have the right to return to his/her immediate previous work location if that former assignment becomes available within two years of being displaced, if the employee has notified HR in writing (Right to Return form if Classified, statement if Certificated).

How does recall from RIF work?

The recall period for laid-off employees shall be renewable on an annual basis by the former employee for a two year length of time. Recall is done in seniority order within category and job title.

Classified employees must inform Employment Services by the 10th of every other month beginning in September that they are available to return to work.

What is the timeline for finding a new position?

- **Wed., Mar. 6** – Deadline to submit WSS, SEA, and PASS budget waiver requests – 6:00 p.m.
- **Mon., Mar 11** – Waiver results announced.
- **Mon, Mar. 25 – Fri, Mar. 31, 2019** – Phase IA postings for internal certificated staff are posted.
- **Mon, Apr. 1 – Fri, Apr. 5, 2019** – Interviews for Phase IA occur; Recommendations due by 5 p.m. on Apr. 5.
- **Mon, Apr. 8 – Fri, Apr. 21, 2019** – Phase IB postings for certificated and classified internal transfers as well as contingency contract candidates and substitutes requested by the hiring team (per new CBA). Phase III – certificated postings internally and externally in ***Title I Schools*** and ***Special Education***.
- **Mon, Apr. 22 – April 26** - Interviews for Phase 1B; Recommendations due by 5 p.m. on Apr. 26.
- **Mon, Apr. 22** – Phase II begins in subject areas with displaced teachers (TBD);
- **Mon, Apr. 22** – Phase III begins for subject areas where there aren't displaced teachers (TBD), Creative Approach Schools.
- **Aug. 1** – Last day for recommendations of internal teachers seeking to transfer (unless the losing and gaining principal agree on the transfer).
- **Tue, Apr. 30, 2019** – Deadline for classified RIF notification to staff.
- **Wed, May 15, 2019** – Deadline for certificated RIF notification to staff.