

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: SUSPENSIONS AND
FURLOUGHS

ADOPTED: July 1, 1991

REVISED:

311. SUSPENSIONS AND FURLOUGHS	
<p>1.Purpose SC 1124</p>	<p>Maintenance of an administrative and supervisory staff appropriate to effectively manage the affairs of the School is an Executive Council responsibility. The purpose of this policy is to establish the manner in which necessary reductions of that staff shall be accomplished.</p>
<p>2.Authority SC 524 1125</p>	<p>The Executive Council has the authority and responsibility to determine how suspensions and furloughs of administrative staff shall be made, when necessary, and in accordance with law.</p>
<p>3.Delegation of Responsibility SC 1125.1</p>	<p>The Director or a designee shall develop administrative procedures for the reduction of staff in accordance with this policy and with applicable law and which ensure the following:</p> <p>The efficiency and effectiveness of school organization and staffing patterns shall be under continuing review, and recommendations for abolishing positions and reallocating duties shall be presented for consideration by the Executive Council when the Director and Superintendent of Record consider such actions to be in the best interest of the school.</p> <p>Data necessary for the computation of each administrative staff member's rating and seniority status shall be recorded and maintained. The rating system shall comply with State requirements where such requirements exist.</p>
<p>SC 1109 1125.1</p>	<p>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, employee competence, seniority in the school, and scope of certifications.</p>
<p>4.Guidelines 2 PA C.S. SC 551 et seq</p>	<p>Tenured administrative employees are entitled to a Local Agency Law Hearing at the employee's request prior to suspension or furlough. Nontenured administrative employees may not be entitled to a Local Agency hearing prior to suspension or furlough. However, nontenured administrators may request a hearing by the Executive Council or its committee, prior to suspension.</p>

311. SUSPENSIONS AND FURLOUGHS - Pg. 2

<p>School Code 524, 1109 1123, 1124 1125.1</p> <p>PA Statute 2 PA C.S. Sec. 551</p>	
---	--