

MIDDLE BUCKS
INSTITUTE OF
TECHNOLOGY

SECTION: CLASSIFIED EMPLOYEES

TITLE: SUSPENSIONS OR LAYOFFS

ADOPTED: July 1, 1991

REVISED:

511. SUSPENSIONS OR LAYOFFS	
1.Purpose SC 406	Maintenance of classified staff appropriate to effectively operate the educational program of the school is a responsibility of the Executive Council. The purpose of this policy is to establish the manner in which the necessary reductions of that staff will be accomplished.
2.Authority	Consistent with law, the Executive Council has the authority and responsibility to determine how suspensions and layoffs will be made.
3.Guidelines	The abolishment of classified positions may be brought about by many facts, such as decline in student enrollment, utilization of new techniques and technology, and changes in the economic and tax base of the school.
2 PA C.S. Sec. 551 et seq	Classified employes may be entitled to a hearing under the Local Agency Law, Act 353 of 1968, at the employe's request prior to suspension or layoff.
4.Delegation of Responsibility	<p>The Director or a designee shall provide administrative procedures that: provide for determination of seniority.</p> <p>provide for the pooling of job related skills that may affect suspensions or reinstatements.</p> <p>provide for a system of recall if a furlough list is to be maintained, specifying the manner in which such recalls will be made and the period for which furloughed personnel will be retained on the furlough list.</p>