

**Multnomah Education
Service District**

Code: **CPAA**
Adopted: 3/19/13
Revised/Readopted: 8/01/13

**Layoff – Employees Not Subject to Collective Bargaining Agreements
and Nonlicensed Administrators and Directors**

This policy applies to all MESD employees that are not subject to collective bargaining agreements, including but not limited to supervisors, coordinators, managers, confidential/non contract employees, non licensed administrators and directors.

The Board retains the right to determine when a layoff is necessary. Layoffs shall be by position. A reduction in hours does not constitute a layoff.

The supervising administrator may consider a variety of factors in the layoff determination process, including but not limited to licenses, qualifications, length of service, merit, competence, special training, additional educational attainments and other factors deemed relevant by the supervising administrator.

The Board will retain the most capable, productive and qualified employees needed to carry out the approved programs and services of MESD.

The Superintendent, Cabinet and/or designee will develop administrative regulations for implementing this policy.

END OF POLICY

Legal Reference(s):

[ORS 334.125\(7\)\(O\)](#)
[ORS 342.934](#)

MESD Policy Cross Reference(s):

AA - MESD Purpose and Goals
AB - Mission, Vision, Values