

**Willamette Education  
Service District**

Code: **CPA**  
Adopted: 5/11/05  
Readopted: 8/10/10

**Layoff/Recall - Administrative Personnel**

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.

Performance will be the primary factor considered in the layoff process. The Board will consider license, qualifications, merit, competence, special training, additional educational attainments and other factors deemed relevant by the Board. Length of service may be considered.

The Board will retain, consistent with state law, the most capable and productive of the licensed and qualified employees needed to carry out the approved programs of the ESD schools.

Administrative regulations shall be developed to implement this policy.

END OF POLICY

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**Legal Reference(s):**

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