When it becomes necessary to reduce the number of teaching positions in the system because of a decrease in enrollment or for other good reasons, such employees may be dismissed as determined necessary. The Director of Schools shall give the employee written notice of dismissal explaining fully the circumstances or conditions making the dismissal necessary.¹

**REDUCTIONS IN FORCE**

The Director of Schools shall develop procedures for reductions in force regarding the dismissal of certified employees as required in the best interests of the students or as necessary for the efficient operation of the schools. No single criterion, such as seniority, shall be used as the basis of any such dismissal.

The certified employees' most recent evaluations, as adopted by the state board of education, shall be a primary factor in the Director's dismissal of such employees due to reductions in force. Seniority shall not be a determining factor in the dismissal of certified employees dismissed due to reductions in force and shall be considered only if factors pertinent to the teachers' performance evaluations are equal.²

When certified employees are dismissed due to a reduction in force, the Director shall take into consideration the principal's recommendations relative to his or her evaluation of the teacher's performance and ability to improve student achievement.

**RECALL OF CERTIFIED PERSONNEL**

A tenured teacher who has been dismissed because of abolition of position shall be placed on a preferred list for reemployment in the first vacancy the teacher is qualified by training and experience to fill. Nothing shall deprive the Director of the power to determine the filling of such vacancy on the basis of the Director's evaluation of the teacher's competence, compatibility and suitability to properly discharge duties required for the vacant position considered in the light of the best interests of the students in the school where the vacancy exists.³

The Director of Schools shall develop additional procedures regarding the recall of certified employees affected by reductions in force. All such reemployment decisions shall be made in the best interests of students and the efficient operation of the schools within the district. No single criterion, such as seniority, shall be used as the basis of any re-employment decision.

The employees' most recent evaluations, as adopted by the state board of education, shall be a primary factor in the Director's placement of a teacher affected by a reduction in force. Nothing shall prohibit the Director from filling a vacancy with a certified employee not included on the preferred list provided the Director has considered teachers on the preferred list pursuant to state law and found the employment of such teachers to be contrary to the best interests of the students in the school where the vacancy exists.²
Every effort should be made to include the principal in the decision-making process.

**TRANSFERS RELATED TO REDUCTIONS IN FORCE**

The Director of schools shall develop procedures regarding the transfer of employees. All such transfer decisions shall be made in the best interests of students or as necessary for the efficient operation of the schools within the district.\(^4\) No single criterion, such as seniority, shall be used as the basis of any transfer decision.\(^2\)

The certified employees' most recent evaluations, as adopted by the state board of education, shall be a primary factor in the Director's decision to transfer a teacher.

Individual student performance on relevant assessments shall be a factor in determining appropriate transfer decisions.

Every effort should be made to include the principal in the decision-making process.

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**Legal References**

1. TCA 49.5-511(b)(1) & (2)
2. TCA 49.1-302(d)(2)
3. TCA 49.5-511(b)(3)
4. TCA 49.5-510