

DIOCESE OF DES MOINES
Catholic Schools Policies/Regulations

STAFF PERSONNEL

Reduction in Staff

When it becomes necessary to reduce staff, the administrator shall utilize available vacancies whenever possible.

There are a number of criteria that an administrator should use when making decisions affecting reduction in staff. Included are appropriate licensure and certification; a Catholic if the teacher is to teach religion; performance evaluations; rapport with staff, students and parents; professional growth; and collaboration as well as years of service.

If it becomes necessary to notify a teacher that a contract will not be renewed because of a reduction in teaching positions, the administrator/pastor/canonical administrator must notify the teacher by April 1 (April 15 - Dowling).

Regulation Adopted: February 18, 1980

Regulation Revised: January 21, 2019