

Policy 522 – Seniority of Professional Personnel

Revised policy effective upon passage

1st reading July 11, 2019

2nd reading

3rd reading

Statutory authority West Virginia Code 18A-4-7a

Administrative Guidelines

(none)

The Superintendent shall maintain lists of all professional personnel employed indicating areas of certification and seniority. ~~These lists shall be posted on the Board's website and shall be updated regularly but at least once per year on or before July 1.~~

Seniority of professional personnel shall be quoted as a total number of years, or fraction thereof, employed by this Board in each area of seniority. Each person shall earn a day of seniority for each and every day in which he / she is employed and engaged in the duties of his / her position. If he / she is not employed and engaged in his / her duties for the entire contract term assigned to his / her position during a particular school year, his / her seniority earned for that school year shall be calculated as the number of days of seniority earned in that position divided by the number of days in the entire contract term for that position during that school year. If he / she holds multiple positions in the same seniority area during a school year, he / she shall earn a total amount of seniority in that area equal to the sum of each fraction of a year earned in each such position.

Pursuant to state law, lists of seniority shall be maintained in the following areas:

1. Classroom Teacher
2. Administrative
3. Counselor
4. School Nurse
5. School Psychologist

If also properly licensed, certified, or both, as a classroom teacher, professional personnel in Administrative positions shall also earn seniority as Classroom Teachers concurrent with earning seniority for Administrative positions, except that the total number of days in a given school year used to calculate a fraction of a year of Classroom Teacher seniority shall be the same as the normal contract length for classroom teachers in this County.

If two or more professional personnel accumulate seniority in a particular area such that each has the same seniority amount, then a random selection process must be commenced within thirty days of this occurrence. This process shall be agreed upon by the employees and shall be performed by the Board at a regular or special meeting. For regular employees, this ranked order shall be permanent so long as the two or more of the involved professional personnel maintain identical seniority.