

MEMORANDUM

TO: Principals  
Members of the Superintendent's Leadership Team

FROM: Stephen Gainey

DATE: April 12, 2010

RE: Hiring freeze for the 2010-2011 school year

Due to our receipt of information pertaining to budget reductions from the state for the 2010-2011 school year, a hiring freeze will be implemented effective 4/12/10 for the 2010-2011 school year. The following parameters will be included in the hiring freeze:

1. The hiring freeze will involve the following positions:
  - A) All school-based positions with the exception of Special Education teachers and ESL teachers
  - B) All central services positions (Note: The current hiring freeze on central services positions will remain in effect for the remainder of the 2009-2010 school year and apply to the 2010-2011 school year per this announcement.)
2. The hiring freeze will affect "new hires" and "re-hires." Under the hiring freeze, "new hires" and "re-hires" will not be considered for employment during the 2010-2011 school year until all contractual obligations (such as career teachers, probationary teachers, and administrators on contracts) for the 2010-2011 school year have been met. (Note: The group referred to as "re-hires" includes individuals on a 2009-2010 terminating contract.)
3. During the hiring freeze, voluntary transfers of individuals not on a 2009-2010 terminating contract will be permitted.
4. During the hiring freeze, involuntary transfers of individuals not on a 2009-2010 terminating contract may be required to address staffing needs among the schools, especially in cases where schools lose positions due to the budget cuts.
5. If we are able to remove the hiring freeze at some point, all "new hires" in certified, non-administrator positions will be employed on a "Temporary Position Employment Contract" for the 2010-2011 school year with a "30-day release clause" due to funding issues. If resources permit, we will move these individuals to a regular "Probationary Contract" later in the 2010-2011 school year provided they satisfy all of the following conditions:
  - A) The individual is full-time (100%) employed during the 2010-2011 school year.
  - B) HR receives notification from DPI by 9/30/10 that the individual has a clear license.
  - C) The individual will work at least 120 days during the 2010-2011 school year.
6. If we are able to remove the hiring freeze at some point, all "re-hires" in certified, non-administrator positions will be employed on a regular "Probationary Contract" for the 2010-2011 school year.

C: Dr. Donna Hargens, WCPSS Interim Superintendent  
Mr. David Neter, WCPSS Chief Business Officer  
Senior Directors in the Human Resources Department