



Mid-Valley Special Education Cooperative
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MEMORANDUM

TO: Mid-Valley Special Education Cooperative Executive Advisory Board

FROM: Marianne Fidishin, PhD, Executive Director

DATE: January 9, 2019

RE: Reduction in Force (RIF) Guidelines, 2018-2019

The administration for Mid-Valley Special Education Cooperative (MVSEC) and the Mid-Valley Special Education Association (MVSEA) collaborated as a committee on November 19, 2018 to discuss Reduction in Force (RIF) guidelines for the 2018-2019 school year. Rules for the 2017-2018 year were accepted and identified that no changes were required for the 2018-2019 school year. Further, the committee reviewed staff ratings.

Following is the RIF timeline:

Activity	Due Date
Schedule additional Committee meetings	February 1, 2019
Hire dates/years of service document	February 1, 2019
Corrections to hire dates/years of service	March 1, 2019
Share RIF list with MVSEC leadership	March 1, 2019
Hire dates/years of service presentation to Board	April 3, 2019

Attached are minutes from the MVSEC and MVSEA RIF Committee meeting as well as the final guideline/rule for RIF.