



MEMORANDUM

TO: Principals
Members of the Superintendent's Leadership Team

FROM: Stephen Gainey

DATE: January 9, 2012

RE: Hiring freeze for the 2012-2013 school year

Our school system will face several funding challenges for the 2012-2013 school year. Examples of the issues include, but are not limited to, the expiration of the EduJobs funds at the end of the 2011-2012 school year and forecasted state budget reductions for the 2012-2013 school year. **As a result, a hiring freeze for the 2012-2013 school year will be implemented effective 1/10/12.** The following parameters will be included in the hiring freeze:

Parameter(s) of the hiring freeze applicable to the 2012-2013 school year:

1. The hiring freeze applies to all school-based positions with the exception of principal, bookkeeper, NCWISE data manager, and lead secretary positions for the 2012-2013 school year.
2. The hiring freeze applies to all central services positions for the 2012-2013 school year.
3. The hiring freeze for the 2012-2013 school year will affect "new hires" and "re-hires." Under the hiring freeze, "new hires" and "re-hires" will not be considered for employment during the 2012-2013 school year until all contractual obligations (such as career teachers, probationary teachers, and administrators on contracts) for the 2012-2013 school year have been met. (Note: The group referred to as "re-hires" includes individuals on a 2011-2012 terminating contract.)
4. During the hiring freeze, voluntary transfers of individuals **not** on a 2011-2012 terminating contract will be permitted.
5. During the hiring freeze, **involuntary transfers of individuals not on a 2011-2012 terminating contract may be required to address staffing needs** among the schools, especially in cases where schools lose positions due to the budget cuts.
6. **A waiver approved by the superintendent must be obtained to recommend the employment of an individual for any position included in the 2012-2013 hiring freeze.**

Parameter(s) of the hiring freeze applicable to the 2011-2012 school year:

1. Efforts to fill a vacant position for the 1/10/12-6/30/12 time period must be accompanied by the special procedures in relation to that position type, if any, already in place. (For example, if a position type requires a waiver at the present time, that procedure will remain in place for the remainder of the 2011-2012 school year.)