

**Kimberly School District #414**

**SERIES 5000: PERSONNEL**

**FORM NO. 5740F**

**POLICY TITLE: Reduction in Force Certified Employee Scoring Form**

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Kimberly School District  
Reduction in Force  
Certified Employee Scoring Form

Name: \_\_\_\_\_

Current Position: \_\_\_\_\_

School(s): \_\_\_\_\_

Date: \_\_\_\_\_

Number of components	Unsatisfactory*	Basic 0 points	Proficient 1 point	Distinguished 2 points	Total points
Domain 1 (6)					
Domain 2 (5)					
Domain 3 (5)					
Domain 4 (6)					

\*Any components marked “unsatisfactory” makes for an automatic zero points for that domain

<b>CRITERIA AND MEASURE</b>	<b>POINT VALUE</b>	<b>DATA SOURCE</b>	<b>TOTAL POINTS</b>
<b>TEACHER EVALUATION</b>	<b>Total Points Possible = 49</b>	<b>Building Administrator</b>	
Domain 1 Planning and Preparation	12		
Domain 2 Classroom Environment	10		
Domain 3 Instruction	10		
Domain 4 Professionalism	12		
Overall evaluation: Unsatisfactory = 0 Basic = +1 Proficient = +3 Distinguished = +5	5		

<b>EXPERIENCE</b>	<b>Total Points Possible = 20</b>	<b>HR</b>	
One point per year in a certified position in Kimberly School District			
One-half a point per year in a certified position in a public district outside of Kimberly School District			
<b>EDUCATIONAL CERTIFICATION AND CREDENTIALS</b>	<b>Total Points Possible = 20</b>	<b>HR</b>	
Certificate: 3-year = +1 5-year = +3 Lifetime certificate = +5	5		
Career ladder: Residency = +1 Professional = +3 AP = +5	5		
Degree: BA/BS = +1 BA/BS degree +24 credits = +3 National Board Certified = +5 MA degree = +5 Educational Specialist degree = +8 Doctorate degree = +10	10		
<b>PROFESSIONAL STANDARDS, CONDUCT and Attendance</b>	<b>Total Points Possible = 10</b>	<b>HR (personnel file)</b>	
No documented policy or professional standard violations this school year. = +5	5		
No unpaid salary deduction days taken this school year, excluding FMLA or documented medical/protected leave = +5	5		
<b>TOTAL SCORE</b>			

**Score Validation:**

HR Signature/Date: \_\_\_\_\_

Staff Member Signature/Date: \_\_\_\_\_

**TIE BREAKER:** If employees have the same number of points, ties will be resolved by comparing points in the following categories in order:

1. Evaluations
2. Certifications
3. Experience

If the tie is not broken in the first category (evaluations), the process moves to the second category (certifications) and subsequent categories as outlined. If all categories are exhausted and a tie remains, a review panel composed of district administrators will evaluate the tied candidates based on additional relevant factors, such as certifications, specialized skills, contributions to the district, and overall performance. The panel's decision will be documented and serve as the final outcome.