

Policy

DISCIPLINE, ADMINISTRATIVE LEAVE AND DISMISSAL OF CLASSIFIED STAFF

Code GCN Issued 12/15/21

Classified staff are considered at-will employees. It will be the policy of this district to discipline and/or dismiss classified staff whenever good and sufficient reasons for doing so present themselves. Accordingly, the Board authorizes the superintendent to carry out such activities.

As appropriate, the administration is authorized to place an employee on administrative leave, with or without pay, while any necessary inquiry is conducted.

With respect to dismissal, such actions will be based on the recommendation of the employee's principal or immediate supervisor and will occur following a pre-termination opportunity before the superintendent. At such a conference, the employee may present reasons why the recommendation of dismissal should not be accepted by the superintendent.

Should the superintendent decide to dismiss the employee, the notice will be in writing.

Criminal Charges

The district may place on administrative leave, with or without pay, a classified staff employee who has criminal charges filed against him/her. The district will investigate the actions which led to the employee's arrest and may take further disciplinary action against the employee, up to and including termination, regardless of the resolution of the criminal charges.

Adopted 5/20/20; Revised 12/14/21
