

**PROBATIONARY/PERMANENT STATUS**

For additional information on this subject, please see the current employee Master Agreement with:

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
TRACY CHAPTER #98**

**PROBATIONARY/PERMANENT STATUS**

Employees newly hired for regular positions in the classified service shall be considered probationary employees until they have satisfactorily completed twelve (12) months of probationary service. Upon satisfactorily completing this period, they shall become permanent classified employees of the District.

Probationary employees shall receive written performance evaluations by their supervisor at least three (3) times during the probationary period. A performance evaluation shall be submitted within sixty (60) working days of the employment date. A second performance evaluation shall be submitted by the end of the sixth (6<sup>th</sup>) month of employment and a final performance evaluation shall be submitted at the conclusion of the eleventh (11<sup>th</sup>) month.

Permanent employees promoted to a higher classification shall serve a probationary period of five (5) months and be evaluated within sixty (60) working days from the start of the promotion and again at the conclusion of the fourth (4<sup>th</sup>) month.

Probationary employees may be released without cause, during the initial probationary period.

This policy shall be made available to classified employees and the public.

Legal Reference:

EDUCATION CODE

45113 Rules and regulations for classified service in Districts not incorporating the merit system

Policy Adopted:

TUSD: 9/23/97