

PERSONNEL

Dismissal or Placement on Probation

A. Licensed Personnel

In the event the Superintendent or designee determines to recommend the dismissal of any teacher or the placing on probation of a teacher on continuing contract, the procedures set forth in the Code of Virginia at §§ 22.1-307 through 22.1-313, as amended, shall apply.

A majority vote of a quorum of the School Board is necessary for dismissal or placement on probation.

B. Classified Personnel

The Superintendent or designee may place on probation or dismiss classified personnel for failure to satisfactorily perform assigned duties, for noncompliance with School Board bylaws, policies, or regulations, applicable state or federal law or for other good and just cause. Before taking such action, the Superintendent or designee shall require the Chief Human Resources Officer or designee to investigate the matter by interviewing witnesses to the misconduct, obtaining written statements of the witnesses, and preparing a written report summarizing the findings of the investigation.

The employee must be given written notification of the proposed action, the reason for the proposed action, a summary of the evidence supporting the action and be given the opportunity to respond to allegations.

For non-probationary employees, the Chief Human Resources Officer or Designee will hold a due process hearing ~~pursuant to School Board Regulation 4-18.1.~~

For matters specified as grievable, non-probationary classified employees shall have access to grievance procedures as established in School Board Regulation 4-3.2.

C. Placement on Probation

Placement on probation may result in up to a 6% reduction in pay for the term of the probation. During the period of probation, the employee will not be eligible for bonuses or other increases in pay. When probation ceases, the employee may then receive such bonuses or increases ~~the employee~~he/she would have received if ~~the~~the/she employee had not been placed on probation. The Superintendent or designee shall inform any employee recommended for or receiving probation of these consequences.

Editor's Note

~~See School Board Regulation 4-3.2: Grievance Procedures—Supervisory and Classified Employees~~

~~See School Board Regulation 4-18.1: Dismissal/Placement on Probation~~

Legal Reference

Code of Virginia §§ 22.1-307 through 22.1-313, as amended.

Virginia Board of Education Regulation 8VAC20-90-10, et seq., as amended.

Related Links

School Board **Regulation 4-3.2**

School Board **Regulation 4-18.1**

Adopted by School Board: July 16, 1991

Amended by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: June 16, 1998

Amended by School Board: June 8, 2004

Scrivener's Amendments: February 5, 2014

Amended by School Board: April 24, 2018

Amended by School Board: 2021