

Provision:	Article IV, Section 6	Title:	Employee Disciplinary Action; Right to Face Complainant; Unfounded Allegations
Presentation:	Counter from CEA	Date:	6/20/2024

**Section 6 Employee Disciplinary Action**

CEA Proposed 6/20/24:

**Section 6 Employee Disciplinary Action**

No employee will be disciplined without just and sufficient cause. The following will be the standard for determining just cause in discipline matters.

1. NOTICE: The employee had forewarning or foreknowledge of the possible or probable consequences of the employee's action.
2. REASONABLE RULE OR ORDER: The District's rules and policies are reasonable.
3. INVESTIGATION: The District will make an effort to discover whether the employee did violate or disobey a rule, policy, or order before disciplining.
4. FAIR INVESTIGATION: The District's investigation will be conducted fairly and objectively.
5. EVIDENCE: During the investigation, the District will attempt to obtain evidence to discover if the employee did engage in misconduct.
6. EQUAL TREATMENT: The District will apply its rules, orders, and penalties even-handedly and without discrimination.
7. RESOLUTION: The discipline administered by the District will be reasonably related to the seriousness of the employee's offense, and in appropriate circumstances, the District may consider other relevant conduct of the employee.

Discipline Process

An employee will be notified within 5 10 work days when an allegation of professional misconduct is made known to an administrator. The specific grounds forming the basis for an investigation will be made available to the employee and the Association President in writing.

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It is agreed that disciplinary matters pursuant to this provision may be subject to the grievance procedure contained in this Agreement. In matters involving adverse contract changes as a result of progressive discipline, including discharge and nonrenewals, affected employee will use appeal procedures provided in applicable statutes rather than the grievance procedure. The District, Association and individual(s) involved may mutually agree to an alternative procedure. Provisional employees will be governed by 2024 - RCW 28A.405.220.

Right to Face Complainant

Employees have the right to face a complainant.

*Meredith Lemelin*  
6/20/24

Unfounded Allegations

When the District investigates an allegation of misconduct by an employee, and chooses not to reprimand or discipline or take adverse action against the employee, all documents regarding the allegation will be destroyed within 30 calendar days of the conclusion of the investigation, unless otherwise required by law.

*[Signature]*  
6/20/24