

DISCIPLINE, SUSPENSION, AND DISMISSAL OF PROFESSIONAL STAFF

The MSAD #68 School Board recognizes the constitutional and statutory rights of its employees. To guarantee such rights, a system of constitutionally and legally sound procedures will be followed in each case of suspension or dismissal of an employee.

When the Superintendent determines that sufficient cause exists to recommend to the School Board that a professional employee be suspended or dismissed from service, he/she will:

- A. Determine if the individual is to be suspended immediately pending action of the School Board, with the understanding that the suspension will be with pay and subject to restoration of position if the School Board decides in favor of the individual.
- B. Follow the procedures for dismissal or suspension that are contained in applicable laws as well as any procedures included in the current collective bargaining agreement with the appropriate employee unit.
- C. Provide the individual involved with a written statement which will:
 1. Indicate whether the recommendation is for dismissal or suspension;
 2. State the reason for the suspension or dismissal;
 3. Guarantee that all procedures will be in accordance with law;
 4. Inform him/her if he/she has a right to request a hearing before the School Board under appropriate laws, that he/she may be represented at such a hearing by counsel of his/her choice at personal expense; and
 5. Assure him/her of notification of the date when the matter will be brought before the School Board.

The School Board will have final authority to act upon the recommendation of the Superintendent in each case of suspension or dismissal.

The individual involved will be informed in writing of the decision of the School Board as soon as practical, but in any case, within seven days of the School Board vote.

First Reading: June 2, 1999

Second Reading and Adoption: August 4, 1999