

PERSONNEL

Probation/Non-Renewal or Termination

The employment contracts of individual classroom teachers and certificated support personnel, hereafter referred to as certificated employees, may be non-renewed at the end of the person's contract period by action of the superintendent. Such non-renewals may be based upon unsatisfactory performance or changes in the district's financial circumstances and/or staffing needs. Except for provisional employees, non-renewals for unsatisfactory performance shall be preceded by a probationary period. This will not apply to provisional certificated employees.

The superintendent shall establish a plan to assist those certificated employees whose performance, as determined through the evaluation process, does not meet minimum requirements. The district may require the employee to take in-service training provided by the district in the area of teaching skills needing improvement.

Classified staff have probationary status during the first ninety (90) days of employment. During that period of time, they are subject to termination without advance notice. Upon satisfactory completion of probation, a classified staff member may be granted regular employment status. Regular status classified staff are employed on a month-to-month basis and may be terminated for cause. Such staff member shall be entitled to an informal pre-termination meeting with the superintendent prior to any action taken by the board of directors to terminate a staff member for performance-related issues. This entitlement to an informal pre-termination meeting does not apply to terminations or reductions of employment implemented as a part of a reduction in District programs or services due to financial considerations.

Cross Reference:	Board Policy 5222	Personnel – Probation/Non-Renewal or Termination
Legal References:	RCW 28A.405.300	Adverse change in contract status of certificated employees—Determination of probable cause—
		Notice—Opportunity for hearing
	28A.405.210	Conditions and contracts of employment—
		Determination of probable cause for non-renewal of
	28A.405.220	contracts—Notice—Opportunity for hearing
		Conditions and contracts of employment—Non-
	28A.405.140	renewal of provisional employees—Procedure
		In-service training for teacher may be required after
	28A.400.340	evaluation
		Discharge Notices Include Appeal Rights

Adopted: January 13, 1993
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