

DISMISSAL OF SUPPORT STAFF MEMBERS

Reasons for Suspension, Demotion, or Dismissal

The division may reprimand, suspend, demote or dismiss a classified employee for reasonable cause including, but not limited to, the following:

1. Absence without notification;
2. Excessive absence or tardiness;
3. Abuse of illness leave privileges;
4. Discourteous, offensive or abusive conduct or language toward other employees, students or the public;
5. Unethical or obscene actions, gestures or statements toward other employees, students or any other person while on division property, during working hours, or at any time and place to the extent the conduct may adversely affect the operations of the division or the employee's fitness to perform required duties;
6. Dishonesty;
7. Possessing, using, transmitting, addiction to or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, chemical, controlled substance or intoxicant of any kind not prescribed by a physician, while on duty or while on division property at any time as an employee;
8. Falsifying any information supplied to the school division including, but not limited to, information supplied on application forms, employment records or any other school division records;

(continued)

9. Incompetency or inefficiency in the performance of duties including, but not limited to, failure to follow or carry out instructions or failure to perform a job assignment in a satisfactory manner;
10. Insubordination including, but not limited to, refusal to promptly perform assigned work;
11. Failure to possess a valid driver's license when it is a requirement of the position;
12. Failure to follow division policies, safety regulations, procedures or practices or failure to report conditions or situations which could be injurious to personnel or equipment;
13. Provoking, instigating or participating in a fight or scuffle on division property or while on duty;
14. Temporary or permanent removal, use or possession of division property without proper authorization;
15. Conduct by an employee at any time or in any place which may adversely affect the health, safety or welfare of students or personnel, the operation of the division or the employee's fitness to perform required duties.

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