

Personnel

Series 400

Policy Title: Dismissal and Suspension of Classified Employees Regulation Code No. 413.3- R

Classified employees will perform their assigned job, respect and follow board policy and obey the law.

Procedures relating to the discharge or suspension of classified employees who are represented by a collective bargaining representative may be included in the collective agreement between the representative and the Board. See especially Food Service Contract Article III, Operations-Maintenance Contract Article III, and Transportation Contract Article VI.

Any classified employee may be suspended without pay or discharged by the employee's supervisor subject to the approval of the Superintendent. Classified employees covered by a collective bargaining agreement shall resort to the grievance procedures under the agreement if they desire to contest the suspension or discharge. All other classified employees may seek review of any suspension or discharge by filing with the Superintendent a written request for a hearing within five (5) days of the approval of the suspension or discharge by the Superintendent. The Superintendent or designee shall hold a hearing as soon as possible after receipt of the employee's request for hearing and shall rule on the matter within ten (10) days following the hearing. The employee, if dissatisfied with the Superintendent's ruling, may file a written appeal with the Board within ten (10) days following the Superintendent's ruling and the Board will consider the matter based upon the record of the hearing before the Superintendent.

Public notice of terminations will be included in the consent agenda of the board meeting following such action.

Adopted: February 13, 1989

Legal Reference: (Code of Iowa)

Reviewed: August 4, 2008  
September 9, 2013

Northeast Community Education  
Association v. Northeast Community School  
District, 402 N.W.2d 765 (Iowa 1987).  
McFarland v. Board of Education of  
Norwalk Community School District, 277

Amended: January 27, 1992  
April 26, 1993  
September 8, 2008  
August 21, 2017

N.W.2d 901 (Iowa 1979). Iowa Code §§  
20.7, .24 (2007).

Cross Reference: