

Personnel

Series 400

Policy Title: Dismissal and Suspension of Classified Employees

Code No. 413.3

Classified employees should perform their assigned job, respect and adhere to board policy and obey the law.

In the case of a classified employee violating the rules or regulations established by the Marshalltown Community School District or any of the provisions of a collective bargaining agreement covering such employee, a system of progressive discipline will be used which will include: (1) written and verbal warning (2) suspension without pay, and (3) discharge.

The penalty to be imposed will be within the immediate supervisor's discretion, but where suspension or discharge is involved, shall be subject to the approval of the Superintendent.

The Superintendent shall establish guidelines to be used in effecting discipline, which will delineate the nature of the offense and the penalty to be imposed based upon the seriousness and frequency of violations.

Adopted: February 13, 1989

Legal Reference: (Code of Iowa)

Reviewed: August 4, 2008  
August 3, 2015

Amended: September 8, 2008  
September 5, 2017

Cross Reference: