

**STAFF PERSONNEL**  
*Series 400*

Policy Title: SUSPENSION AND DISMISSAL

Code: 402.5

1. Suspension

Recognizing the need for administrators to make personnel management decisions in a timely manner and to provide for the efficient operation of this District, the Board of Trustees delegates to the Superintendent the authority to temporarily place an employee on a period of suspension or involuntary leave of absence.

The delegation of such authority is limited to circumstances when the Superintendent determines that the employee has or is alleged to have:

1. Violated the Idaho Code of Ethics,
2. Created an immediate or imminent threat to the safety and well-being of a student or other district employee;
3. Violated a District policy or policies; or
4. When such leave is necessary to conduct an investigation involving alleged misconduct by the employee.

The Board of Trustees shall ratify or nullify the action of placing an employee on a period of suspension or involuntary leave of absence at the next regularly scheduled board meeting or at a special meeting should the next regularly scheduled Board meeting not be within a period of twenty-one (21) calendar days.

Should an employee of the District be in a position where there is a court order preventing the employee from being in the presence of minors or students, the District may place such an employee on a period of unpaid leave of absence or probation due to the employee's inability to perform the essential functions of the employee's position.

The policy is not intended to limit the Superintendent's authority to terminate classified employees.

5. Discharge/Non-Renewal

The Superintendent, principals or other administrators, acting as the authorized representatives of the Board, may recommend the discharge/non-renewal of certificated employees as afforded for Category 1, Category 2 or Renewable contract status. Procedures to be followed in the discharge/non-renewal of such employees during a contract term shall be in accordance with Idaho Code, Section 33-513(5).

Date of Adoption:  
Readopted: July 2009  
Revised: 07/15/13

Legal References:  
Section 33-513, 33-514,  
33-515 I.C.

Related Reference: