

**STAFF PERSONNEL**  
*Series 400*

Policy Title: COUNSELING OF EMPLOYEES

Code: 404.14

Whenever an employee gives evidence of displaying any form of behavior that deviates from accepted teaching or employment practices and ethics, it shall be the duty of the employee's immediate supervisor to pursue the following course of action.

The supervisor shall confer with the employee and devise an acceptable plan for alleviating the condition.

If, after a reasonable period of time, agreed upon by the two in conference, reasonable progress has not been made, it shall be the duty of the supervisor to bring the situation to the attention of the superintendent, who at his/her discretion shall inform the board.

Date of Adoption:  
Readopted: 7/19/99, 7/19/04, July 2009

Legal References:

Related References: