

Probation, Non-Renewal or Termination

The employment contracts of individual certificated staff may be non-renewed at the end of the staff member's contract period by action of the superintendent. Such non-renewals may be based upon unsatisfactory performance, changes in the district's financial circumstances and/or staffing needs. Except for "provisional employees," non-renewals for unsatisfactory performance shall be preceded by a probationary period.

The superintendent shall establish procedures to assist those certificated staff whose performance, through the evaluation process, does not meet minimum requirements. The district may require the staff member to take in-service training in the area of teaching skills needing improvement.

Classified staff is granted provisional status during the first 90 days of employment. During that period of time, they are subject to termination without advance notice. Upon satisfactory completion of 90 days of consecutive service, a staff member may be granted regular status. Regular status classified staff are employed on a month-to-month basis and shall be provided at least 14 days notice before termination, subject to policy 5201, Drug-Free Schools, Community and Workplace. Such staff member shall be entitled to an informal pre-termination meeting with the administrator for human resources prior to any action taken by the board of directors.

Cross References:	Board Policy 5006 Board Policy 5240	Certification Revocation Evaluation of Classified, Certificated and Administrative Staff
Legal References:	RCW 28A.400.300 28A.400.320 28A.400.340 28A.405.140	Hiring and Discharging Employees —Written leave policies — Seniority and leave benefits, retention upon of employees transferring between school districts and other educational employers Mandatory termination of classified employees — Appeal — Recovery of salary or compensation by district Notice of discharge to contain notice of right to appeal if available Assistance for teacher may be required after evaluation

CLOVER PARK SCHOOL DISTRICT

Policy Series: Personnel

Policy No. 5254

28A.405.210	Conditions and contracts of employment — Determination of probable cause for non-renewal of contracts — Nonrenewal due to enrollment decline or revenue loss — Notice — Opportunity for hearing
28A.405.220	Conditions and contracts of employment — Non-renewal of provisional employees — Notice — Procedure
28A.405.300	Adverse change in contract status of certificated employee — Determination of probable cause — Notice — Opportunity for hearing
28A.405.310	Adverse change in contract status of certificated employee, including non-renewal of contract — Hearings — Procedure
28A.405.470	Crimes against children — Mandatory termination of certified — employees — Appeal— Recovery of salary or compensation by district
28A.410.090	Revocation of authority to teach — Criminal basis — Complaints — Investigation — Process
41.32.240	Membership in system
41.33.020(6)	Terms and provisions of plan
41.40.023	Membership
Chapter 41.41 RCW	State Employees' Retirement — Federal Social Security
WAC 180-44-060	Drugs and alcohol — Use of as cause for dismissal

CLOVER PARK SCHOOL DISTRICT

Policy Series: Personnel

Policy No. 5254

Chapter 181-86 WAC

Policies and procedures for
administration of certification
proceedings

181-87

Acts of Unprofessional Conduct

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