

**PERSONNEL**

Disciplinary Action

District employees who fail to fulfill their job responsibilities or to follow reasonable directions of their supervisors, or who conduct themselves on or off the job in ways that affect school operations, may be subject to discipline. Behavior, conduct, or action that may call for disciplinary action or dismissal includes but is not limited to reasonable job-related grounds based on a failure to satisfactorily perform job duties, disruption of the District’s operation, or other legitimate reasons.

Discipline will be reasonably appropriate to the circumstance and will include but not be limited to a supervisor’s right to reprimand an employee and the Superintendent, building principal or supervisor’s right to suspend an employee, without pay, or to impose other appropriate disciplinary sanctions. Disciplinary sanctions, including all forms or reprimands, will be documented and placed in the employees personnel file accordance with Policy 5040. In accordance with Montana law, only the Board may terminate an employee or non-renew employment.

The Superintendent or designee is authorized to immediately suspend a staff member, with or without pay, and recommend retention or termination of employment.

Cross Reference: Policy 5225 Termination from Employment / Non-Renewal of Employment

Policy 5040 Personnel Records

Legal Reference: §20-3-324, MCA Powers and duties  
§20-4-204, MCA Termination of tenure teacher services  
§20-4-207, MCA Dismissal of teacher under contract  
§39-2-903, MCA Definitions  
§45-8-361, MCA Possession or allowing possession of a weapon in school building – exceptions – penalties – seizure and forfeiture or return authorized – definitions

Policy History:

Adopted on: 6.11.2019

Revised on: