

## Discipline, Suspension, and Dismissal of Support Staff

The dismissal of support staff members as a disciplinary matter is separate and distinct from decisions the Charter Board makes as needed about employment or continued employment of support staff members.

The Charter Board delegates to the [administrator](#) the authority to dismiss classified personnel. The [administrator](#) may delegate this authority to other appropriate personnel such as the director of personnel. All dismissals of classified employees shall be reported to the Charter Board at its next regular meeting.

The [administrator](#) also may suspend employees from their assignments for good cause as a disciplinary measure.

Classified employees generally shall be given notice of their dismissal two weeks prior to the effective date. At a minimum, the [administrator](#) or designee notifying an employee of dismissal for cause shall have a conference with the employee.

If an employee is dismissed as a result of an allegation of unlawful behavior involving a child, including unlawful sexual behavior, which is supported by a preponderance of evidence, the administrator is delegated the responsibility for immediately notifying the Colorado Department of Education (CDE) and for providing any information requested by the department concerning the circumstances of the dismissal. The [charter school](#) also shall notify the employee that information concerning the dismissal is being forwarded to CDE unless such notice would conflict with the confidentiality requirements of the Child Protection Act.

LEGAL REFS: C.R.S. 19-3-301 et. Seq. (Child Protection Act of 1987)

C.R.S. 22-32-109.7

C.R.S. 22-32-110(1)(h)

C.R.S. 22-32-126(3)

CROSS REF: GD, Support/Classified Staff

First Reading Date: \_\_\_\_\_

Adoption Date: \_\_\_\_\_

Lake George Charter School