

CLASSIFIED PERSONNEL

BP#4214

DISMISSAL, SUSPENSION, OR DEMOTION FOR CAUSE

The District Superintendent may dismiss, suspend, or demote any employee in the classified service for cause.

No classified employee shall be dismissed, suspended, or demoted unless there is served upon said employee a written notice of said dismissal, suspension, or demotion stating the reason for the action and the effective date thereof.

Among the causes which shall be deemed sufficient for dismissal, suspension, demotion or other disciplinary action are:

- a. unauthorized absence
- b. commitment or conviction of any criminal act
- c. conduct unbecoming any employee in the public service
- d. disorderly or immoral conduct
- e. failure to make proper provision for liquidation of just debts
- f. incapacity due to mental or physical disability
- g. incompetency or inefficiency
- h. insubordination
- i. intoxication while on duty
- j. negligence or willful damage to public property or waste of public supplies or equipment
- k. violation of any lawful regulation or order made by a line superior
- l. willful violation of any provision of Classified Personnel Policy

Policy Adopted 5/22/62

Amended 7/21/64

Menlo Park City School District
Atherton, California

