

## **DISCIPLINARY ACTION AND DISCHARGE**

### **Grounds for Disciplinary Action or Discharge**

Staff who fail to fulfill their job responsibilities or follow the reasonable directions of their administrators or who conduct themselves on or off the job in ways that affect their effectiveness on the job may be subject to disciplinary action or discharge. Such behavior, conduct, or action may include, but is not limited to:

- A. Incompetence;
- B. Inefficiency;
- C. Misappropriation or misuse of district property;
- D. Neglect of duty;
- E. Insubordination;
- F. Conviction/guilty plea of any crime which adversely affects the employee's ability to perform a job including any felony crime involving:
  - 1. The physical neglect of a child;
  - 2. The physical injury or death of a child;
  - 3. Sexual exploitation of a child;
  - 4. Sexual offenses;
  - 5. Promotion of a minor for prostitution purposes; or
  - 6. The sale or purchase of a minor child;

[employees are required to report in writing to the superintendent any conviction or guilty plea of the above referenced crimes (and of any other crimes that are workplace related) within five days of conviction or guilty plea];

- G. Malfeasance;
- H. Misconduct;
- I. Inability to perform job functions;

- J. Willful violation of district policies and procedures or laws and regulations;
- K. Mistreatment, abuse or assault of fellow workers, students, or members of the public;
- L. Conflict of interest;
- M. Abuse of leave;
- N. Sexual harassment, verbal abuse, physical abuse or sexual misconduct;
- O. Manufacture, possession, distribution, sale or being under the influence of alcohol controlled, illegal, addictive or harmful substances including anabolic steroids;
- P. Conduct (whether on the job or off the job) that has a substantial negative impact on performance;
- Q. Mental or physical inability to perform the essential job duties;
- R. Intemperance;
- S. Intentional discrimination;
- T. Vulgar speech or actions;
- U. Use of habit forming drugs without pharmaceutical prescription by a doctor of medicine licensed to practice in the state of Washington;
- V. Use of alcoholic beverages on district premises or at a district sponsored activity off the district premises; or
- W. Use of district supplies and equipment for personal betterment or financial gain or other improper purposes.

In the event that allegations or charges are made against a staff member for misconduct with minors, the superintendent may contact the child protective services central registry for evidence regarding the staff member as an adjudicated or admitted perpetrator of child abuse or neglect.

Appropriate reports will also be made to law enforcement, the Office of the Superintendent of Public Instruction, and the student's parents or guardians, as required by law.

### **Abuse and Sexual Misconduct**

The district will not enter into any contract that is contrary to law to suppress information about verbal or physical abuse or sexual misconduct by a present or former employee, and will comply with all legal requirements regarding such misconduct.

### **Suspension of Staff**

The superintendent/designee is authorized to suspend a staff member immediately as deemed appropriate.

Cross References:	Board Policy 5006	Certification Revocation
Legal References:	RCW 28A.400.300	Hiring and discharge of employees — Leaves for employees — Seniority and leave benefits, retention upon transfers between schools
	28A.400.340	Notice of discharge to contain notice or right to appeal if available
	28A.405.300	Adverse change in contract status of certificated employee — Determination of probable cause — Notice — Opportunity for hearings
	28A.405.310	Adverse change in contract status of certificated employee, including non-renewal of contract — Hearings — Procedure
	28A.410.090	Revocation of authority to teach
	28A.400.320	Mandatory termination of classified employees
	28A.405.470	Mandatory termination of certified employees
	28A.400.340	Notice of discharge to contain notice of right to appeal if available
	WAC181-86	Policies and procedures for administration of certification proceedings
	181-87	Acts of Unprofessional Conduct
	180-44-060	Drugs and alcohol — Use of as cause for dismissal