## GCQF SUSPENSION AND DISMISSAL OF LICENSED STAFF

## Revised 03/05/2013

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A licensed employee may be suspended or dismissed from duty for good cause as authorized by the superintendent. Causes for suspension or dismissal include incompetence, neglect of duty, immoral conduct, intemperance, brutal treatment of a pupil, or other good cause.

The responsible administrator or supervisor shall follow administrative channels in making recommendation for suspension of an employee. The superintendent may immediately release an employee from duties pending a hearing, if one is requested by the employee. A suspended employee's service record and contracted salary shall be continued up to and including the date the initial hearing is set by the Board, in the event the employee requested a hearing. If the employee does not request a hearing within five (5) calendar days of the date of the notice of discharge or suspension, it shall constitute a waiver of all rights by the employee and the discharge or suspension shall be effective on the date in the notice to the employee.

This policy shall not be applicable to a superintendent whose employment has been terminated by the school board or whose employment contract has not been renewed by the school board.

Legal Reference.: MCA Section 37-9-59; SB 2761