

**ADMONITION OF LICENSED ~~EMPLOYEE~~ PERSONNEL**

In compliance with LCSD Board Policy GB - Employment and Compensation, ~~the~~ administrator or manager/supervisor charged with supervision of a licensed employee is responsible for the admonition of that employee, if necessary. In situations where an admonition of a licensed employee may lead to demotion, dismissal, or cause the employee not to be re-employed, the administrator shall follow the applicable procedures developed by the Superintendent/designee in compliance with NRS 391.~~311~~ 650 through 391.361 ~~826~~, and NAC ~~391.500 through 391.555~~.

**References:** NRS 391.~~311~~ 302 through 361 and NRS 391.650 through ~~391.361~~ 930, NAC ~~391.500 through 391.555~~

***ADMONITION OF LICENSED ~~EMPLOYEE~~ PERSONNEL - ADMINISTRATIVE REGULATIONS***

When an administrator or manager/supervisor charged with the supervision of a licensed employee believes it is necessary to admonish the employee for a reason s/he believes which may lead to demotion, dismissal, or cause the employee not to be re-employed under the provisions of NRS 391.~~312~~ 750, the administrator or manager/supervisor shall:

1. Bring the matter to the attention of the employee involved, in writing, stating the reasons for the admonition and that it may lead to his/her demotion, dismissal, or a refusal to re-employ him/her the employee, and make a reasonable effort to assist the employee to correct whatever appears to be the cause(s) for his/her the potential demotion, dismissal, or a potential recommendation not to re-employ; and
2. Allow reasonable time for improvement, which must not exceed three (3) months for the first admonition. except as. There is an exception allowed for in NRS 391.~~314~~ 760 for situations where when the immediate suspension of an employee is in the best interests of the pupils students of the District. The admonition must include a description of the deficiencies of the teacher and the action that is necessary to correct those deficiencies.

An admonition issued to a licensed employee who, within the time allowed granted for improvement, has met the standards set for him/her by the administrator who issued the admonition, must be removed from the employee's records along with all notations and indications of it having been issued. The admonition must be removed from the records of the employee not later than three (3) years after the admonition was issued.

A supervising administrator need not admonish a Probationary employees need not be admonished if their employment will be terminated pursuant to NRS 391.3197 the superintendent informs the administrator of the intent to recommend the dismissal of the employee to the board (NRS 391.755 and 391.822 through 826).

A licensed employee is subject to immediate dismissal or a refusal to re-employ according to the procedures provided in NRS 391.~~314~~ 650 through 391.~~3197~~ 820 without admonition required on grounds contained in NRS 391.~~312~~ 750 Subsection 1 Items (b) immorality, (f) physical or mental incapacity, (g) a justifiable decrease in the number of positions due to decreased enrollment or District reorganization, (h) conviction of a felony or a crime involving moral turpitude, (p) dishonesty, and (t) knowingly and willfully violating any provisions of NRS 391.850 through 930, and (u) gross misconduct.

**LYON COUNTY SCHOOL DISTRICT  
BOARD POLICY**

**GDG**

Reference: NRS 391.311 through 391.361, NAC 391.500 through 391.555

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