

Title: **TERMINATION OF EMPLOYMENT --
CLASSIFIED STAFF**

Administrative
Regulation: **802.15**

Preparing Office: *Office of the Superintendent*

Date of Issue: (9-3-75)
Revised: (11-7-90)

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I. Policy: 802.15

II. Procedure:

- A. When a probationary classified employee is involuntarily terminated, the word "termination" on the Personnel Action Form, PF-3, will be noted under Item 4. "Unsatisfactory work performance during probationary period" will be noted under Remarks.
- B. When a permanent classified employee is involuntarily terminated, the word "termination" on the personnel action form, PF-3, will be noted under Item 4. "Unsatisfactory work performance" will be noted under remarks.

State Law:
State Reg.:
Federal Law:

Adm. Reg.
Neg. Agr.: AFSCME, SAAAAC
Other Citation: