

Adopted: (9-3-75)
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- I. Probationary classified employees: With the approval of the appropriate administrative official, probationary classified employees who fail to meet the minimum standards or who fail to demonstrate a capacity to progress in an acceptable manner will be terminated.
- A. Where practicable, the employee will be given two weeks notice.
 - B. Probationary employees do not have the right to appeal a termination.
- II. Permanent classified employees: With the approval of the appropriate administrative official, permanent employees who have completed the probationary period and who subsequently fail to maintain acceptable standards will be terminated.
- A. The employee must first be notified in writing of the particular deficiencies.
 - B. The employee must be given a definite date, not less than one month from the initial written notification, on which the performance of the employee will be reviewed and a determination made as to whether the employment will be continued.
 - C. If on the date of review, the supervisor recommends termination and the appropriate administrative official approves, the supervisor will give the employee written notice effective no sooner than two weeks from that date.
 - D. Permanent employees do have the right to appeal a termination.

State Law:
State Reg.:
Federal Law:

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