
SERVICE:	Certificated	SUSPENSIONS
ISSUED BY:	Pers. Research (1-28-14)	
REPLACES:	PG: D 4 (8-04-09)	
REFERENCE:	Education Code Sections 44932, 44933, 44939 through 44942 and 44948; District-UTLA Collective Bargaining Agreement Article X, Section 11.0; District- AALA Collective Bargaining Agreement Article VII, Section 6.0.	
CHANGES:	Added Education Code Section 44932, Notice of Unsatisfactory Service or Acts Form. Title changes.	

Note: This policy guide is for informational purposes only. Administrators who have observed or are aware of employee conduct which might be the basis for suspension must notify the appropriate Employee Performance Accountability Field Director and the Director of Employee Relations for assistance and guidance.

1. Suspension - Sex and Controlled Substance Offenses.
 - a. An employee charged by complaint, information, or indictment of certain sex offenses defined in the Education Code shall immediately be placed on a compulsory leave of absence (suspended) pending decision in the court proceedings.
 - b. An employee charged as above with certain controlled substance offenses defined in the Education Code may be placed on a compulsory leave of absence (suspended) pending decision in the court proceedings.
2. Suspension - Mental Illness.
 - a. A certificated employee may be suspended by the Board of Education, if the Board has reasonable cause to believe the employee is suffering from mental illness of such a degree as to render the employee incompetent to perform assigned duties.
 - b. Suspended employees suffering from mental illness have various rights including the right to appear before the Board to explain or refute the charges, an opportunity to be examined by an impartial psychiatric panel, the right to appeal any mandated illness leave of absence, and the right to a hearing in the event the Board serves the employee with a notice of intent to dismiss.
3. Suspension - Disciplinary Action. Employees may be disciplined for cause by suspension from duties without pay for up to fifteen (15) working days pursuant to the procedures specified in Article X, Section 11.0 of the District-UTLA Agreement and Article VII, Section 6.0 of the District-AALA Agreement. Use Notice of Unsatisfactory Service or Acts (Form 1015) and Notice of Suspension of Certificated Employee (Form 1019-3) to initiate the process. The appropriate Employee Performance Accountability Field Director and Local Instructional Area Superintendent must be notified.
4. Suspension – Prior to Dismissal. When certain causes are the basis for the initiation of a dismissal action, the Board of Education may suspend the employee immediately. Among such causes are immoral conduct, conviction of a felony or any crime involving moral turpitude, willful refusal to follow reasonable rules and regulations of the District.