

PERSONNELGENERAL PERSONNEL – Suspension Without Pay

The Regional Superintendent may suspend an employee without pay for conduct which disrupts or may disrupt the work environment or educational programs or process, unprofessional conduct, neglect of any professional duty, conduct which violates any Illinois or Federal law or regulation, insubordination, immorality, incompetence or other just cause; provided that prior to any such suspension, the employee shall be given written notice by the Regional Superintendent or certified mail, stating (i) the reasons for the suspension, (ii) the date, time and place of a meeting/hearing with the Regional Superintendent or his/her designee, and (iii) that such employee has a right to be represented by counsel. If the meeting/hearing determines that the employee should be suspended, he/she will be suspended for a period not to exceed thirty (30) working days.

At the hearing, the employee shall have the right to cross-examine witnesses and examine evidence, present witnesses and offer evidence in support of his/her position, and be represented by counsel at the employee's own expense. The Regional Superintendent or employee shall be permitted to record the hearing at his or her own expense.

Nothing in this policy shall be interpreted to impair the Regional Superintendent's right to suspend an employee pending a hearing, to dismiss employees, or prevent the Regional Superintendent from immediately placing an employee on administrative leave with pay in accordance with the Administrative Leave With Pay Policy.

"Suspension", as used in this policy, means the act of temporarily debarring an employee from his/her position in the ROE without pay. No suspension shall exceed thirty (30) working days in length.

LEG. REF.: Ill. Rev. Stat., ch. 122, para. 10-22.4.
Ill. Rev. Stat., ch. 122, para. 24-22.
Ill. Rev. Stat., ch. 122, para 24-12.

Cross Ref.: 500.26

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