

EMPLOYEE DISCIPLINE

The Evangeline Parish School Board, in accordance with state law, shall have authority to discipline employees in any manner, including oral or written reprimand, suspension, or termination, when an employee's behavior warrants such action. When not otherwise provided for by state law or Board policy, any disciplinary action to be considered by the Board shall be based on the recommendation of the Superintendent.

The School Board may employ a progressive discipline approach when disciplining employees. *Progressive discipline* means that penalties for poor job performance or broken rules become increasingly harsh as similar or related conditions continue or infractions are repeated. Such progressive discipline, however, shall not inhibit the Superintendent and/or Board's authority to discipline, suspend, or terminate an employee based on the circumstances of any single event. Documentation of employee behavior, performance, and disciplinary action taken shall be properly and thoroughly recorded.

Should any disciplinary measure become necessary, any documentation shall be considered confidential information and treated in accordance with statutory provisions and Board policy.

If, at any time, the School Board takes any personnel action against an employee based upon any document that was placed in the employee's personnel file on or before September 1, 1987, the employee shall be given the opportunity to rebut and respond to such document.

Ref: La. Rev. Stat. Ann. §§17:81, 17:81.8, 17:443.