

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 403.6

Title Licensed Nonadministrative Personnel

Probationary Status

The first three years of a licensed employee's contract shall be a probationary period. New employees who have not successfully completed a probationary period in an Iowa school district shall be subject to this probationary period. "New" employees shall include persons who are being hired or transferred into a position requiring licensure.

Only the Board, at its discretion, may waive the probationary period. The Board may extend the probationary period with the consent of the licensed employee. The Board will make the decision to extend or waive a licensed employee's probationary status based upon the President's recommendation. During this probationary period the Board may terminate the licensed employee's contract at year-end or discharge the employee in concert with corresponding Board policies.

Licensed employees may also serve a probationary period based upon their performance. Such probationary period shall be determined on a case-by-case basis in light of the circumstances surrounding the employee's performance as documented in the employee's evaluations and personnel file.

Date of adoption 12/11/95

Legal Reference: (Code of Iowa)

Date of last revision 12/11/95

260.C; 279.12 - .19B

Date of current revision 10/11/99

Related Administrative Procedures and Cross References _____

