

# BP 7362 Discipline and Dismissals – Classified Administrators and Confidential Employees

## Reference:

Education Code Section 88013

The Superintendent/President shall enact procedures for disciplinary proceedings applicable to permanent classified supervisory/confidential management employees of the District. Such procedures shall conform to the requirements of the Education Code and the related administrative procedure. Permanent Classified Administrators and Confidential employees are employees that have completed a 6 month probationary period in their relevant role.

Disciplinary action shall be for just cause and shall be administered in accordance with the provisions of this policy and administrative procedure. The level of severity of the discipline shall be reasonably related to the nature of the offense committed by the employee and should take into account any prior disciplinary action imposed on the employee. No disciplinary action shall be taken for any cause that arose prior to the employee becoming permanent or for any cause that arose more than two years preceding the date of the notice of disciplinary action, unless the cause was concealed or not disclosed by the employee when it reasonably could be assumed that the employee should have disclosed the facts to the District.

*See Administrative Procedures 7362*