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4150 - **DISCIPLINARY ACTIONS**

~~In the event of an infraction of Corporation rules or the laws of the State of Indiana by a support staff member, it shall be the policy of the School Board to take appropriate disciplinary measures up to and including dismissal.~~

The School Board believes that standards of conduct for classified employees are necessary to provide students with a positive example of adult behavior and an orderly and efficient instructional environment. In the event of an infraction of Board policies, rules, standards, or State of Indiana law, it shall be the policy of the School Board to take appropriate disciplinary measures up to and including dismissal.

If the Board finds facts that support the use of discipline, the Board may impose a penalty which may include, but not be limited to one (1) or more of the following:

- A. Verbal counseling/oral warning in which a verbal conference between the employee and his/her supervisor is held.
- B. A written warning, which is a formal notice of a performance problem or inability to follow established policy. This notice serves as a warning that continued infractions will not be tolerated and may result in a recommendation for discharge.
- C. Probation for a period of time determined by the supervisor in connection with the written warning.
- D. Suspension without pay imposed in compliance with the applicable Indiana statutes.
- E. Termination imposed in compliance with applicable Indiana statutes.

Examples of gross misconduct that may result in termination include, but are not limited to the following:

- A. Reporting for duty under the influence of an alcoholic beverage, an illegal drug, or a prescription drug used other than in accordance with a prescription.
- B. Possession or use of alcoholic beverages or drugs on school property or at an event sponsored by the Board.
- C. Willful refusal to follow Board policies, rules, or standards, i.e., insubordination.
- D. Repeated violations of board policies, rules, or standards.
- E. Theft, fraud, or another violation of criminal law.
- F. Arrest and subsequent conviction of a crime.
- G. Falsification or omission of a material fact in the application for employment by the Board.
- H. Threats of and/or acts of violence to a person or substantial property damage.
- I. Poor professional judgment resulting in a risk of physical harm to a person.

J. Harassment in violation of Board policy on harassment.

K. Other just or good cause.

Nothing in this Policy shall supersede an applicable collective bargaining agreement.