



**DATE:** February 7, 2024  
**TO:** Board of Education  
**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer  
**SUBJECT:** First Read and Proposed Revisions to Board Policy and Administrative Regulation 4218 Dismissal/Suspension/Disciplinary Action  
**PRESENTED BY:** Michael Shepherd, Executive Director of Human Resources

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**ACTION REQUESTED**

Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

**BACKGROUND INFORMATION**

Board Policy 4218 - Dismissal/Suspension/Disciplinary Action Policy updated to reflect NEW LAW (AB 2413, 2022) which prohibits a district from suspending, demoting, or dismissing a permanent classified employee who timely requests a hearing pending the outcome of that hearing.

Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action Regulation updated to clarify that a classified employee against whom a recommendation for disciplinary action has been issued may remain on active duty or may be placed on paid leave pending a hearing on the charges. Regulation also updated to reflect NEW LAW (AB 2413, 2022) which prohibits a district from suspending without pay, suspending or demoting with a reduction in pay, or dismissing a permanent classified employee who timely requests a hearing unless it is found by a preponderance of the evidence at the time discipline was imposed that the employee (1) engaged in criminal misconduct, (2) engaged in misconduct that presents a risk of harm to students, staff, or property, or (3) committed habitual violations of the district's policies or regulations. Additionally, regulation has been updated to provide that a district may cease paying an employee if a decision has not been rendered within 30 days of the date the hearing was requested.

**RESOURCES REQUIRED:** N/A

**PREPARED BY:** Tichelle Criswell, Administrative Assistant for Mike Shepherd, Executive Director of Human Resources

Attachments: Compared Policy  
Compared Regulation