

## TERMINATION OF NON-CERTIFIED PERSONNEL

If at any time during the employment of a non-certified employee there is an indication that he or she is not carrying out his or her duties as assigned, he or she may be suspended from that duty immediately, and further action, including dismissal, may be recommended by the superintendent.

### Suspension

The Superintendent may suspend a non-certified employee at any time when deemed necessary.

### Dismissal

Non-certified personnel may have their employment terminated at any time pursuant to the dismissal terms of that employee's employment contract, for violation of school policy, for violation of any law, or for other matters deemed appropriate by the Superintendent. Non-certified employees are not entitled to a hearing before the board unless that right is expressly granted in the employee's employment contract. If such an employee is entitled to a hearing, the hearing will be conducted in accordance with the procedures set forth in Department of Education Rule 204.01.

### Voluntary Termination

Upon retirement or resignation, non-certified personnel will give the immediate supervisor written notice of resignation at least two (2) weeks in advance of the effective date of voluntary termination. This requirement may be waived by the superintendent upon request for justifiable reasons.

Note: This policy may be affected if non-certified personnel are represented by a bargaining unit established under RSA 273-A.

### Legal Reference:

*NH Code of Administrative Rules, Section 204.01, Board Hearings*

***Legal References Disclaimer:*** *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy*

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