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Frequently Asked Question #5

(Excerpts from Board Policy 4218)



Progression of Discipline

Progressive discipline involves:

- First orally counseling the employee.
- Then, written warning/reprimand placed in the unit member's personnel file which documents the negative conduct or performance and sets out possible future consequences.
- Finally, a suspension or termination.

Termination of Employment:

The District will give two weeks' written notice of intention to terminate employment except in extreme cases where summary dismissal is warranted. Except in those situations where the conduct of the unit member warrants immediate suspension or termination, **a unit member shall be progressively disciplined in order to correct negative behaviors.**

Contact a CVCEO Executive Board Member for Questions

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