

Personnel - Non-Certified  
Dismissal/Suspension- Regulation  
Disciplinary Action Definitions

"Suspension" means temporary removal of an employee from a position with loss of pay, as a disciplinary measure.

"Demotion" means reduction of an employee from a given class or group of similar position combined under a common title to a class or group having a lower salary rate.

"Dismissal" means separation, discharge or permanent removal of an employee from service in the school system in accordance with the policies and regulations of the school system, or the terms of the applicable collective bargaining agreement.

**Notice of Disciplinary Action**

A notice of disciplinary action shall contain a statement in ordinary and concise language of the specific charges on which the disciplinary action is based. If violation of a policy or regulation of the school system is alleged, the policy or regulations shall be set forth in the notice. The notice must contain specific action or omission with which the employee is charged...a general charge will not serve the purpose.

The Superintendent or his/her designee shall have the final authority to suspend or demote or dismiss any non-certified employee of the district.

Regulation  
approved: 4/18/84  
REVISED and APPROVED: 6/2/10

BROOKFIELD PUBLIC SCHOOLS  
Brookfield, Connecticut