

Wilson County Board of Education

Policy Description:

Professional Personnel Job Actions

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Policy Number:

5.905

Amended Date:

06/04/07

Rescinds:

900

Issued: 08/96

1 The responsibility of the Board is to provide for the operation of the schools for the purpose of educating
2 students. Because a strike, walkout, slowdown or other such strike related activities by school employees would
3 disrupt the operation of the schools, the Board shall stand firm in and with the law in keeping the schools open
4 and operating. Therefore, if the Board finds at any time an emergency exists with respect to the operation of the
5 schools due to the above cited reasons, the following emergency regulations will be in effect:

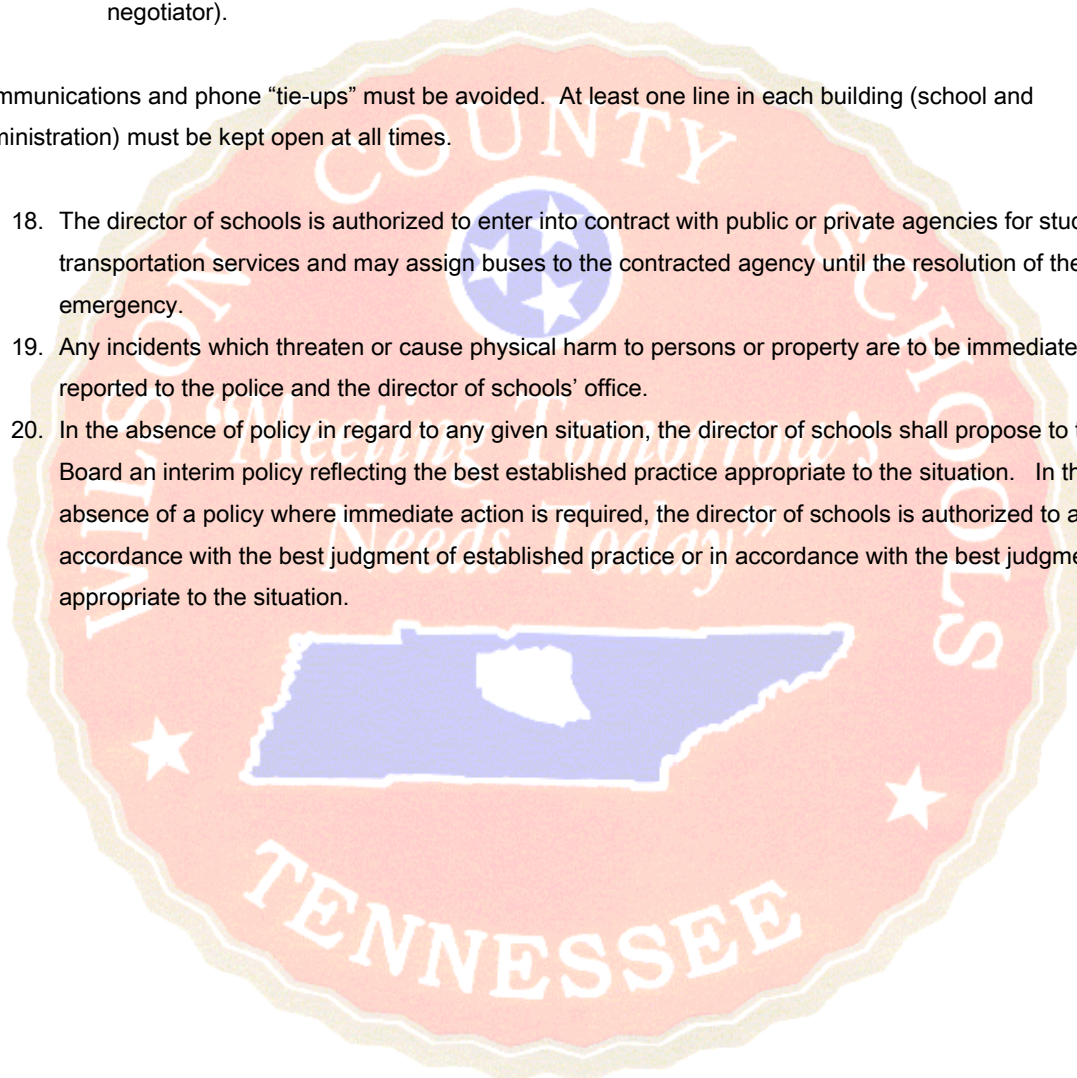
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- 7 1. No employee will be granted leave for personal business.
- 8 2. Sick leave must have the approval of the director of schools and/or a statement signed by a physician
9 explaining the necessity of an absence due to illness or accident.
- 10 3. Professional leave will not be granted unless assigned by the director of schools.
- 11 4. Except as provided in 1, 2 and 3 all leave policies and regulations of the Board will remain in full force
12 and effect.
- 13 5. The director of schools will prepare for the Board a disciplinary report, stating the name and relevant
14 information concerning each employee who is believed to have:
 - 15 (a) Been absent without leave on any work day or portion thereof;
 - 16 (b) Engaged in a walkout, slowdown, work stoppage, or similar activities;
 - 17 (c) Engaged in acts directed against real or personal property of the school or of others located on
18 school property;
 - 19 (d) Suggested, encouraged, intimidated, coerced, or by any other means attempted to initiate or aid in
20 a boycott of school by students;
 - 21 (e) Suggested, encouraged, intimidated, coerced, or by any other means attempted to persuade one or
22 more students not to attend school;
 - 23 (f) By any means intimidated or coerced substitute teachers, non-striking personnel, administrators,
24 volunteers, Board members or family members;
 - 25 (g) In any manner damaged or caused to have damaged the real or personal property of the personnel
26 outlined in 5f; and
 - 27 (h) Acted or failed to act in a manner which the director of schools believes warrants disciplinary action
28 by the Board.
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- 1 6. Regarding the disciplinary report, a notice will be issued the employee; the employee will have the
2 opportunity to review the notice and comment in writing. The notice will then be placed in the
3 employee's personnel file. Immediately following said placement, the notice will be submitted to the
4 Board for consideration and determination on any disciplinary action.
- 5 7. No compensation will be paid to or on behalf of any school employee unless the director of schools is
6 satisfied that said employee has faithfully performed all prescribed duties. Compensation shall include,
7 but not be limited to, the cost of any health, welfare, group or individual benefits of the employee.
- 8 8. All system employees failing to report to work at the usual time during a strike, slowdown, or walkout will
9 have full payroll deduction for the period of absence without leave. Continued employment will not be
10 assured. No amnesty provision will later be agreed to which permits employees to make up for days
11 missed due to a strike, slowdown or walkout.
- 12 9. The director of schools or designee is authorized to employ additional substitutes as needed.
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14 (a) All substitutes will be paid the average daily rate of beginning regular employees who are
15 performing a like service to the schools during the emergency period.
16 (b) The building administrator will assign all members of the instructional staff, other school
17 personnel, substitutes and volunteers as duties require.
18 (c) All employed personnel assigned to the school are required to arrive at least fifteen (15) minutes
19 prior to the opening of the school day, report directly to the office and record their attendance at
20 work with the school secretary.
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22 10. The director of schools is authorized to enter into contracts for performance of supplemental
23 assignments as and if the need arises.
- 24 11. The director of schools is authorized to take steps necessary to obtain requisite legal services and to
25 cause to be instituted or defended any litigation arising out of or related to any strike, slowdown, or
26 walkout of employees.
- 27 12. The director of schools is authorized to contract for such consultant services as are necessary in order
28 to obtain professional advise for himself and his staff on strike and strike related matters.
- 29 13. The director of schools or his designee is authorized to reassign any and all employees and material
30 resources as needed in order to keep the schools open and operating.
- 31 14. The director of schools is authorized to require any school property held by employees immediately
32 delivered to him or his designee.
- 33 15. The director of schools will authorize the building administrators to act upon or respond to crises that
34 may arise and were unforeseen. This action must be within the scope of established Board policy and
35 state law.
- 36 16. The director of schools or designee will serve as the official spokesman. All communications,
37 announcements and/or press releases must come through this spokesman.
- 38 17. The director of schools will establish a communication policy between:
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- 1 (a) Parents and students (public service announcement: T.V.; radio, newspaper).
- 2 (b) Non-striking employees and substitutes/replacements (same as (a) plus a designated, unlisted
- 3 phone).
- 4 (c) Central office: Board and building administration (a designated, unlisted number plus a contract
- 5 person).
- 6 (d) Individuals within each school (public address phones plus adult messenger).
- 7 (e) Striking employees (as director of schools deems necessary, i.e., between union and Board
- 8 negotiator).

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10 Communications and phone "tie-ups" must be avoided. At least one line in each building (school and
11 administration) must be kept open at all times.

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- 13 18. The director of schools is authorized to enter into contract with public or private agencies for student
- 14 transportation services and may assign buses to the contracted agency until the resolution of the
- 15 emergency.
- 16 19. Any incidents which threaten or cause physical harm to persons or property are to be immediately
- 17 reported to the police and the director of schools' office.
- 18 20. In the absence of policy in regard to any given situation, the director of schools shall propose to the
- 19 Board an interim policy reflecting the best established practice appropriate to the situation. In the
- 20 absence of a policy where immediate action is required, the director of schools is authorized to act in
- 21 accordance with the best judgment of established practice or in accordance with the best judgment
- 22 appropriate to the situation.



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