

# POLICY

## HOWELL TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

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Discipline

### 4150 DISCIPLINE

In the event of an infraction of district rules by a non-instructional employee, it shall be the policy of the Board to apply the statutes of the State, these policies and the regulations of the district with equal consideration to each employee.

The Board reserves the right to impose penalties for disciplinary reasons. However, where an employee fails or refuses to perform contracted work without acceptable reason, the Superintendent and/or School Business Administrator/Board Secretary may deduct, without further authorization, wages reasonably related to the time not worked.

The Superintendent and/or School Business Administrator/Board Secretary shall prepare disciplinary rules for situations most often encountered which provide for progressive penalties including where appropriate verbal warning, written warning, suspension and dismissal.

N.J.S.A. 18A:25-7; 18A:27-4

N.J.S.A. 34-13A-1 et seq.; 34:19-1

Adopted: 03 January 2013

