

Policy 4123 PROBATIONARY PERIOD

Each employee hired by the Board of Education shall serve a work-test period of ninety days duration during which the employee may be summarily dismissed without notice.

During the probationary period, time off the job for uncompensated leave, sick leave, in excess of the regular entitlement temporary military leave, and other leaves will not count toward the completion of the probationary period.

An employee who completes the probationary period will be entitled to all the rights and privileges accorded such employees by the policies of this Board, by contracts negotiated with the employee's representative, and by N.J.A.C. 4A; N.J.S.A. 11A.

An employee who successfully completes a work-test period and serves for a period of at least one year on permanent status in one classification of employment who is transferred to another classification of employment must serve a work-test period of ninety days in the new classification. If the employee does not perform successfully in the new classification, he or she shall be entitled to reinstatement in the former classification, provided there is available in that classification a position that is not filled by a permanent employee. If an employee transfers to another classification before the completion of one (1) year on permanent status, he/she will not be eligible to be reinstated in the former classification. If no position is available, the employee entitled to reinstatement shall be given the reemployment preference he or she would receive in a layoff.

Adopted: 11 June 1997