

District counter proposal 4/17/2025
KPESA proposal 4/17/25

Provided by J.O.
on 4/17/2025
(emailed by CT)
J.O. 4/17/2025
NJC 4/17/2025

ARTICLE 9 TERM OF EMPLOYMENT

A. Personnel Action Form

Each ~~educational support~~ employee and the employee's administrator will receive a "Personnel Action" form by the employee's last working day that provides employment information for the following fiscal year:

1. Number of working days.
2. Pay schedule (pay range and step).
3. Special terms of employment where applicable.
4. Location.
5. Job classification.
6. Date of original hire.
7. Reporting date.
8. Date of last physical.

If any change in the Personnel Action Form is made during the year, the employee and the employee's administrator shall receive copies.

Should the District be unable to comply with the above notification date for good and sufficient reasons they shall notify the Association and each affected employee, in writing, explaining the reasons for the delay and the expected date of compliance. In no event will the ~~this notification to the Association be later than May 30 an affected employee's last working day.~~ May 15

B. Probationary Period

Each new employee will be employed for a 90-day probationary period to determine the employee's potential in a position, as defined in Article 2. During the probationary period, an employee may be dismissed for lack of job skills or other just cause.