

<u>Section G:</u> Human Resources	Knox County Board of Education Policy			
	Administrative Leave or Suspension	Descriptor Term:	Descriptor Code:	Issued:
		G-370	6/00	
		Reviewed:	Revised:	
3/23	8/17			

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The Director of Schools may place on leave or suspend an employee of the school system at any time when deemed necessary.

The Director of Schools may place an employee on leave with pay or without pay at his or her discretion.

The Director of Schools may place an employee on suspension without pay, provided however, that disciplinary suspensions without pay for certified employees shall not exceed 3 days, without due process. Before suspending an employee without pay, the Director of Schools shall: (1) provide the employee with written notice of the allegations; (2) give the employee an opportunity to respond to the allegations and to explain his or her side of the story; and (3) give the employee a written notice of the suspension.

Legal References:

1. T.C.A. § 49-5-511; T.C.A. § 49-5-512.

Approved as to Legal Form
By Knox County Law Director 6/19/2017
/Gary T. Dupler/Deputy Law Director