

Van Buren County Board of Education

5 - PERSONNEL

Descriptor Code	Policy Title	Issued Date
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Employment Practices

5.100	Personnel Goals	06/17/99
5.101	Line and Staff Relations	06/17/99
5.102	Personnel Classification and Qualifications	06/17/99
5.103	Job Descriptions	06/17/99
5.104	Equal Opportunity Employment	06/17/99
5.105	Recruitment	06/17/99
5.106	Application and Employment	06/17/99
5.107	Orientation and Probation	10/14/02
5.108	Supervision	03/20/03
5.109	Evaluation	12/15/11
5.110	Compensation Guides and Contracts	06/17/99
5.111	Utilization of Career Level Educators	06/17/99
5.113	In-Service and Professional Learning Opportunities	02/20/13
5.114	Personnel Records	12/18/08
5.1141	Teacher Effect Data	06/17/99
5.115	Assignment/Transfer	06/17/99
5.116	Staff Positions	03/21/02
	Creation of Positions	
	Reduction in Force	
5.117	Procedure for Granting Tenure	12/10/15
5.118	Background Investigations	04/20/16

Separation Practices

5.200	Separation Practices for Tenured Teachers	08/20/14
5.201	Separation Practices for Non-Tenured Teachers	12/10/15
5.202	Separation Practices for Non-Certified Employees	12/15/11

Employee Leaves

5.300	Short Term Leaves of Absence	06/17/99
5.301	Emergency and Legal Leave	06/17/99
5.302	Sick Leave	06/05/97
5.303	Personal and Professional Leave	06/17/99
5.304	Long Term Leaves of Absence	06/17/99
5.305	Family and Medical Leave	06/20/13
5.306	Military Leave	04/17/08
5.307	Physical Assault Leave	06/20/13
5.308	Sabbatical Leave	06/17/99
5.309	Legislative Leave	06/17/99
5.310	Vacations and Holidays	12/15/05

Employee Health Practices

5.400	Health Examinations/Communicable Diseases	06/17/99
5.401	Acquired Immune Deficiency Syndrome	03/16/06
5.402	Hepatitis B	06/17/99
5.403	Drug and Alcohol Testing for Employees	12/15/16

Grievances

5.500	Discrimination/Harassment (Sexual, Racial, Ethnic & Religious)	06/17/99
5.501	Complaints and Grievances	06/17/99
5.502	Complaints about School Personnel	06/17/99

Employee Rights and Responsibilities

5.600	Staff Rights and Responsibilities	06/17/99
5.601	Staff Conflicts of Interest	06/17/99
5.602	Staff Time Schedules	06/17/04
5.603	Staff Meetings	06/17/99
5.605	Staff Gifts and Solicitations	06/17/99
5.606	Staff Community Relations	06/17/99
5.607	Non-School Employment	12/13/01
5.608	Tutoring for Pay	06/17/99
5.610	Staff-Student Relations	12/13/01

Temporary Personnel

5.700	Interim Employees	09/21/06
5.701	Substitute Teachers	10/18/12
5.702	Student Teachers	06/17/99

Recruitment and Employment of the Director of Schools

5.800	Director of Schools	06/17/99
5.801	Recruitment and Selection	04/19/12
5.802	Qualifications/Duties	12/13/01
5.803	Evaluation of the Director of Schools	06/17/99