

PERSONNEL

File: GDB

SUPPORT STAFF EMPLOYMENT STATUS

Support staff are not issued written contracts unless such contracts are required by law.

The School division employees three types of support staff.

- Temporary employees who are hired for short-term needs on a daily basis: These employees do not receive benefits and are paid only for hours worked.
- Probationary employees who are fully qualified new employees assigned to authorized positions: These employees are eligible for salary increases and receive benefits.
- Regular employees who have successfully completed the prescribed probationary period: Regular employees receive all employment benefits available under School Board policy. The employment of support personnel may be terminated with fifteen calendar days' notice. Support personnel may also be subject to immediate dismissal for just cause.

Support personnel who are removed from employment for just cause shall be ineligible thereafter for employment by Charlottesville City School Board.

Employees of Charlottesville City School Board may be suspended as provided in Policy GCPF- Suspension of Staff Members.

Adopted: March 20, 2008  
Revised: July 5, 2012  
Revised: June 27, 2016

---

---

Legal Reference: Code of Virginia, 1950, as amended, § 22.1-78

Cross References: GCDA Effect of Criminal Conviction or Founded Complaint  
of Child Abuse or Neglect  
GDG Support Staff Probationary Period  
GBMA Support Staff Grievances  
GCPF Suspension of Staff Members