

WITHHOLDING AN INCREMENT

The Passaic Board of Education recognizes that there may be times when a staff member fails to improve upon an unsatisfactory performance or may grievously violate a policy or rule of this district, forcing the Board to take disciplinary action.

Any advancement on the salary guide, including annual increments and raises, shall not be considered automatic. Advancements on the salary guide shall require favorable performance evaluation, attendance records and/or other reports demonstrating the employee's competence and thoroughness in the performance of assigned duties, and his/her compliance with district regulations.

The Superintendent will also show to the satisfaction of the Board that the standards by which an employee has been evaluated are not exceptional or unusual and are expected of all employees in a similar classification.

In withholding an increment, the Board shall specify its intention as to whether the employee remain on the same salary step but receive the negotiated new rate for that step, or that the employee remains at the same dollar salary.

First Reading: November 3, 2016
Second Reading: November 21, 2016
Adopted: November 21, 2016

Legal References: N.J.S.A. 18A:29-14 Withholding Increment; causes; notice of appeal