



WINDHAM SCHOOL
DISTRICT

NUMBER: WBP-07.39 (rev. 2)
DATE: November 30, 2012
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SUPERSEDES: WBP-07.39 (rev. 1)
December 9, 2011

WINDHAM BOARD POLICY

SUBJECT: AT WILL EMPLOYMENT

AUTHORITY: Texas Education Code Chapter 19

APPLICABILITY: Windham School District (WSD)

EMPLOYMENT AT WILL CLAUSE:

These guidelines **do not** constitute an employment contract or a guarantee of continued employment. The WSD reserves the right to change the provisions of these guidelines at any time.

Nothing in these guidelines and procedures limits the superintendent's authority to establish or revise human resources policy. These guidelines and procedures are adopted to guide the internal operations of the WSD and **do not** create any legally enforceable interest or limit the superintendent's authority to terminate an employee at will.

POLICY:

The superintendent or designee has the sole authority to employ and notify employees of assignments, compensation rates, and conditions of employment.

The WSD promotes equal employment opportunity through a selection system designed to achieve employment without regard to race, color, religion, sex (gender), national origin, age, disability, or genetic information. In addition, the WSD complies with the provisions of applicable federal and state laws relating to employment and reemployment entitlements for prospective, current, or former members of the uniformed services.

At will employees are employed with no contract for employment and may be dismissed without notice, a description of the reasons for dismissal, or a hearing. At will employees may be dismissed at any time for any legally permissible reason, including a reduction in force.

PROCEDURES:

I. At Will Personnel

Personnel employed on an at will basis include employees in all positions not requiring contracts, such as clerical, technical, paraprofessional, and technology employees.

II. Evaluation

A. Evaluation of at will employees shall be conducted by the principal or supervisor in accordance with WBP-07.18, "Performance Evaluations and Professional Development Appraisal System."

B. The principal or supervisor may elect to use disciplinary guidelines outlined in WBP-07.44, "Professional Standards of Conduct and Disciplinary Guidelines" to address performance deficiencies, but use of these processes does not change the at will status of such employees.

III. Grievance

At will employees who are dismissed have the right to grieve the termination. The dismissed employee shall follow the WSD process outlined in WBP-07.26, "Employee Grievance Procedures."

Signature on file
Oliver J. Bell, Chairman
Windham School District Board of Trustees