

1 Great Falls School District

2

3 **5140 PERSONNEL**

5140

4

5 Classified Employment and Assignment

6

7 Each permanent classified employee shall receive a letter of initial notification of employment
8 signed by the Superintendent or designee. The District reserves the right to change employment
9 conditions affecting the employee’s duties; including, but not limited to assignment, supervisor
10 or grade.

11

12 The Board shall determine the salary and wages for classified personnel.

13

14 If no probationary period is established upon hire, a 12-month probationary period is applicable.
15 An employee may be discharged during the probationary period for any or no reason. Any
16 extension of the probationary period by the Superintendent or designee, together with the
17 original probationary period, may not exceed a total of 18 months. Leaves of absence by an
18 employee for a period of more than 10 consecutive working days other than holidays or
19 vacations during the probationary period may be counted as part of the probationary period.

20

21 Legal Reference:

22 § 39-2-904, MCA Elements or Wrongful Discharge – Presumptive Probationary Period

23 § 39-2-912, MCA Exceptions to Wrongful Discharge from Employment Act

24

25 Policy History:

26 Adopted on: July 1, 2000

27 Revised on: November 12, 2001

28 Revised on: August 23, 2010

29 Revised on: March 26, 2018

30 Revised on: June 14, 2021

31 Revised on: March 14, 2022