PERSONNEL

Table of Contents Page 1 of 4

5000 Series "PERSONNEL" Table of Contents

Req.	Policy	Policy Description
R	5002	Accommodating Individuals With Disabilities
R	5010	Equal Employment Opportunity and Non-Discrimination
R	5012	Sexual Harassment of Employees
	5012F	Sexual Harassment Reporting/Intake Form for Employees
	5012P	Sexual Harassment Grievance Procedure - Employees
	5015	Bullying/Harassment/Intimidation
R	5120	Hiring Process and Criteria
	5120F1	Determination of Eligibility for Hire Form
	5120F2	Privacy Act Statement
	5120F3	Dissemination Log
	5120P	Federal Background Check Fingerprint and Information Handling Procedure
	5121	Applicability of Personnel Policies
	5122	Fingerprints and Criminal Background Investigations
	5122F	Applicant Rights and Consent to Fingerprint Form, NCPA/VCA Applicant Form
	5130	Staff Health
	5140	Classified Employment and Assignment
	5141	Staff Recognition Program
	5210	Assignments, Reassignments, Transfers
	5220	Prohibition on Aiding Sexual Abuse
	5221	Work Day
R	5222	Evaluation of Non-Administrative Staff
	5223	Personal Conduct

PERSONNEL **Table of Contents** Page 2 of 4 5224 **Political Activity** 5226 Drug-Free Workplace R 5228 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers 5228F1 Acknowledgement of Receipt of Policies 5228 and 5228P 5228F2 Request for Records Form 5228P Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers 5230 Prevention of Disease Transmission 5231 Personnel Records 5231P Personnel Records 5232 Child Abuse, Neglect, and Sex Trafficking Reporting 5232F Jefferson High School Report of Suspected Child Abuse or Neglect R 5240 Resolution of Staff Complaints/Problem-Solving 5250 Non-Renewal of Employment/Dismissal From Employment 5251 Resignations 5253 **Retirement Programs for Employees** 5254 Payment of Employer Contributions and Interest on Previous Service 5254F **Employer Payment Policy** 5255 **Disciplinary Action** 5256 **Reduction in Force** 5314 **Substitutes** Leaves of Absence 5321 Conditions for Use of Leave 5321P 5322 Military Leave 5325 Breastfeeding in the Workplace

PERSONNEL

Table of Contents Page 3 of 4

5328	Family Medical Leave		
5328P	Family Medical Leave		
5329	Long-Term Illness/Temporary Disability		
5329P	Long-Term Illness/Temporary Disability		
5330	Maternity Leave and Paternity Leave		
5331	Insurance Benefits for Employees		
5333	Holidays		
5334	Vacations		
5334P	Vacations		
5336	Compensatory Time and Overtime for Classified Employees		
5337	Workers' Compensation Benefits		
5338	Payment of Interest on Employer Contributions for Workers' Compensation Time		
5420	Paraprofessionals		
5420F	ESSA Qualification Notifications – Annual Notification – Option to Request Professional Qualifications		
5430	Volunteers		
5430F	Volunteer Agreement Form		
5440	Student Teachers/Interns		
5445FE	Flexible Instructor Licensing		
5450	Employee Use of Electronic Mail, Internet, Networks, and		
	District Equipment		
5450F	Employee Equipment Use, internet Conduct, and Network		
	Access Agreement		
5450P	Employee Use of Electronic Mail, Internet, Networks, and		
	District Equipment Procedure		
5500	Payment of Wages Upon Termination		
5510	НІРАА		

PERSONNEL

Table of Contents Page 4 of 4