

MEETINGS AND NOTICES

The following process may be utilized for any manner of hearing that comes before the VUSD Board of Education, in the event that there is no specific process provided in law, bargaining agreements, or any other source. This includes, but is not limited to, Board appeal hearings regarding bargaining unit grievances and grade change/student record challenges.

**BEFORE THE VUSD BOARD OF EDUCATION
PROCESS FOR EMPLOYEE DISCIPLINARY HEARINGS**

1. Opening by the Hearing Facilitator (Superintendent or Designee), who will explain the procedures below.
2. District's Presentation: District will present their response. (10 minutes).
3. District's Presentation of Witnesses (if any). (10 minutes for each witness).
 - Opportunity for Employee Cross Examination (5 minutes)
 - Opportunity for District Re-Direct Examination (3 Minutes)
 - Opportunity for Employee Re-Cross Examination (3 Minutes)
4. Employee Presentation: Representative will present issue. (10 minutes).
5. Employee Presentation of Witnesses (if any). (10 minutes for each witness).
 - Opportunity for District Cross Examination (5 minutes)
 - Opportunity for Employee Re-Direct Examination (3 Minutes)
 - Opportunity for District Re-Cross Examination (3 Minutes)
6. Summation from District (2 minutes).
7. Rebuttal or Summation from Employee (2 minutes).
8. **Questions:** Board members will question Representatives and/or witnesses from either side.
9. **Closed Session:** Following the questioning, the hearing will be closed and all persons will be excused from the proceeding.
10. The Board will deliberate in closed session. The Superintendent will be directed to draft a written decision to be delivered within 10 business days.