

**Harney Education
Service District**

Code: **GDD**
Adopted: 6/11/03
Readopted: 2/13/13
Orig. Code(s): GDD

Probationary Period

The probationary period shall be considered as a period of adjustment and orientation for new employees. Employees who successfully complete the probationary period will be recommended to the superintendent for advancement to regular employee. Seniority shall not accrue during probation.

The service of a probationary period shall not, of itself, prevent an employee from being promoted to a higher job classification, provided such promotion is recommended by the employee's immediate supervisor or administrator in charge. Recommendations for promotion shall be submitted to the superintendent for approval.

If an employee is promoted during the probationary period, the probationary period for the class or position to which he or she is promoted shall begin with the date of appointment to such position.

At any time during a probationary period an employee may be separated from service at the discretion of the superintendent. Employees shall be informed of the reasons for such separation, and whether such separation is with or without prejudice to any subsequent application for employment.

END OF POLICY

Legal Reference(s):

[ORS 334.125\(7\)](#)