

ARTICLE 19
DISCIPLINARY ACTION

- 19.1 **Purpose:** This article is to establish just cause, due process, and progressive discipline procedures for bargaining unit members.
- 19.2 The District may take disciplinary action for just cause as described by Board Policy 5530 (see Appendix E).
- 19.3 The District will utilize the principles of progressive discipline in administering Board Policy 5530. The parties acknowledge that these principles include the reasonable exercise of discretion by the District in determining that progressive steps of the discipline procedure may be bypassed, depending on the severity of the employee's misconduct.
- 19.4 The principles of progressive discipline include the following pre-disciplinary steps (i.e., prior to "disciplinary action" as defined in Appendix E):
- 19.4.1 Verbal warning (which may be memorialized in writing)
 - 19.4.2 Written warning
 - 19.4.3 Written reprimand
- 19.5 Following application of progressive discipline as appropriate and as set forth in this article, the District may determine that the unit member's further conduct justifies moving for "disciplinary action" as defined in Appendix E.