

**BOARD AGENDA ITEM**

**May 26, 2026**

***SUBJECT:***

Revision of the following policy:  
*Policy GCJ: Professional Staff Probation*

***BACKGROUND INFORMATION:***

This policy's components are covered in other staff policies and has no legal basis.

***ADMINISTRATIVE CONSIDERATION:***

The parameters set forth in Policy GCJ are explained in other policies and therefore makes this policy redundant.

***RECOMMENDATION:***

Removal of the following policies:

*Policy GCJ: Professional Staff Probation, Second Reading*

***ATTACHMENTS:***

***PREPARED BY:***

Kimbra Meek

1 **Policy GCJ Professional Staff Probation**

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3 Issued 11/01

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5 Purpose: To establish the basic structure for placing professional personnel on probationary  
6 status.

7 Administrative personnel probation

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9 Administrative personnel who are promoted to a new job in the district will be on a one-year  
10 probation in that position. At the time of contract issuance for the following school year, such  
11 personnel will be notified as to whether or not the promotion will become permanent for the  
12 next school year.

13 Administrative personnel who have not satisfactorily performed their assigned duties may be  
14 issued a probationary contract. Such contract will be issued at the regular time of contract  
15 renewal and may be issued for the first semester of the full year.

16 Such contracts will be issued by the board based on the recommendations of the  
17 superintendent. The contract will contain specific written conditions that must be  
18 accomplished by the administrator in order to continue employment, including a specific date  
19 by which the recommendations are to be met.

20 Each administrator having a probationary contract is to have a full and comprehensive  
21 evaluation during the year of probation. All new administrators are to be given  
22 comprehensive evaluations for each of the first three years they are in the positions.  
23 Administrators assigned new positions will be given comprehensive evaluations the first year  
24 in the positions.

25 Once the conditions of probation have been met, a statement to that effect should be placed  
26 in the personnel file.

27 Other certified personnel

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29 Other certified personnel in non-teaching positions are subject to the probationary conditions  
30 as stated in this policy.

31 Certified personnel in teaching positions will receive contracts and be evaluated in  
32 accordance with South Carolina law.

33 Adopted 7/26/76, Revised 10/12/93, 11/27/01

Aiken County Public Schools