

**BOARD AGENDA ITEM**

**May 12, 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, First Reading*

***ATTACHMENTS:***

***PREPARED BY:***

Kimbra Meek

# 1 ~~Policy GCJ Professional Staff Probation~~

2 ~~Issued 11/01~~

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

## 6 ~~Administrative personnel probation~~

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

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

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

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

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

## 26 ~~Other certified personnel~~

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

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

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

Aiken County Public Schools