

SUMMARY EXPLANATION AND BACKGROUND

During the 2018-2019 School Year, Language Arts teacher, Joanna Marie Herring (hereinafter “J.H.”) repeatedly failed to report to work per contractual time; repeatedly failed to provide timely feedback to students by failing to enter grades in Pinnacle on a timely basis; and repeatedly failed to notify parents of failing students that their children were receiving failing grades in J.H.’s class. Additionally, J.H. failed to comply with a code drill procedure.

This recommendation is part of progressive discipline. Beginning in March 2013, through June 4, 2018, J.H. received several Meeting Summary memos (which are not considered discipline, but document previous directives); as well as two (2) Verbal Reprimands (which are also not considered discipline, but serve as warning and document previous directives); and two (2) Written Reprimands directing her to comply with all teacher responsibilities as they relate to entering grades in Pinnacle and providing timely feedback to students, as well as reporting to work per contractual time.

The Assistant General Counsel prepared the Administrative Complaint and notice was personally served on J.H. on July 17, 2019, that a recommendation for her three (3) day suspension without pay will be presented to the School Board on August 6, 2019, so that her deadline for requesting a hearing will expire prior to the Board meeting. Staff will advise the School Board whether a hearing has been requested no later than by the start of the Board meeting on August 6, 2019.

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