

Mid-Valley Special Education Cooperative

NEW EMPLOYEE PROBATION SUMMARY

(To be completed at conclusion of 60-day probationary period for support personnel)

RECOMMENDATION TO CONTINUE EMPLOYMENT

_____ has successfully completed the 60-day
Name of Employee

mandatory probationary period and has shown satisfactory skills in her/his area. It is my recommendation to continue her/his employment.

Supervisor signature

Date

RECOMMENDATION TO EXTEND PROBATION PERIOD

_____ has completed the 60-day mandatory
Name of Employee

probationary period and is found to be lacking skill in the following areas:

Therefore, it is my recommendation to extend the probationary period for another 30 days to allow time for remediation.

Supervisor signature

Date

RECOMMENDATION TO TERMINATE EMPLOYMENT

It is my recommendation to terminate the employment of _____
Name of Employee

at this time according to the guidelines set forth in the Professional Agreement between the MVSEA and MVSEC.

Supervisor signature

Date