

**14B NCAC 15A .1006 PERSONNEL MANUAL**

- (a) Each local board shall establish rules governing each of the following:
- (1) Initial employment of employees, including qualifications and requirements for new employees;
  - (2) Compensation and benefits;
  - (3) Hours and days of work, holidays, vacation, sick leave;
  - (4) Promotion, transfer, demotion, and suspension of employees;
  - (5) Separation or termination of employees;
  - (6) Granting of salary increases; and
  - (7) Employee grievance procedures.
- (b) A local board may model its personnel policies and procedures after those adopted by the county or municipality in which it operates.
- (c) A local board shall not adopt a rule that conflicts with the provisions of Chapter 18B or these Rules.

*History Note: Authority G.S. 18B-100; 18B-203(a)(10); 18B-207; 18B-700(g1); 18B-701(a); 18B-807; Eff. July 1, 1992;  
Transferred and Recodified from 04 NCAC 02R .1009 Eff. August 1, 2015;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. August 22, 2015;  
Amended Eff. December 1, 2019.*