

PROFESSIONAL STAFF EMPLOYMENT STATUS

NON-RENEWAL NONCONTINUING CONTRACT

You are hereby notified, pursuant to SDCL 13-43-6.3, of the School Board's decision to not offer you a contract for the ensuing school year. We wish you the best in your future endeavors.

Sincerely,

Superintendent

NOTICE – YOU MUST FOLLOW ANY CURRENT PROCEDURE SET FORTH IN YOUR NEGOTIATED AGREEMENT FOR ONRENEWAL OF PROBATIONARY TEACHERS.

NONRENEWAL OF CONTINUING CONTRACT TEACHER

You are hereby notified, pursuant to SDCL 13-43-6.1, of the School Board's action to not renew your contract for the ensuing school year. The reason for this action include (insert statutory reasons for nonrenewal, use additional pages if necessary). You are further notified that you may have access to your employment records at any time during business hours. You are also entitled to a hearing before the school board to present reasons, in person or in writing, why this termination should be rescinded. At any such hearing, you may be represented by an attorney of your own choosing at your own expense. The next meeting of the school board is (insert date). If no request for hearing has been made, the school board's action of nonrenewal will remain in effect.

Sincerely,

Superintendent

NOTICE – YOU MUST HAVE DOCUMENTED PROOF THAT THE NOTICE WAS PROVIDED BY APRIL 15.

(ADOPTION DATE: November 22, 1982)
(REVISION DATE: December 9, 1985)
(REVISION DATE: January 22, 1996)
(REVISION DATE: April 25, 2005)
(REVISION DATE: March 12, 2007)

Selected sample exhibit
South Dakota Policy Reference Manual (Revised June 1998)