

SPRINGFIELD PUBLIC SCHOOLS
Springfield New Jersey 07081

POLICY: NON-RENEWAL

A non-tenured teaching staff member who is not recommended for renewal by the Chief School Administrator shall be deemed non-renewed. The Board shall determine annually whether a new contract will be offered to a nontenured staff member by a recorded roll call majority vote of the full Board only upon the recommendation of the Chief School Administrator. The Board Secretary will send written notice of renewal or non-renewal of employment to the employee. This notice will be given by the date specified by law.

A written request from a non-tenured teaching staff member for a written statement of reasons for nonreemployment will be honored by the Board of Education.

An informal appearance before the Board may be requested in writing within 10 calendar days and shall be scheduled within 30 days of receipt of the Board's statement of reasons.

It is the Board of Education's prerogative to determine the date, starting time and length of an informal appearance, the purpose of which shall be to permit the staff member a final opportunity to convince the Board of Education to offer re-employment. Written notice of date and time will be provided to the staff member at least five days prior to the informal appearance.

The non-tenured teaching staff member may be represented by counsel or one individual of his/her choosing and may present witnesses on his/her behalf. Witnesses may be excused from the hearing after making their statements.

Within three days following the informal appearance, the Board of Education or its designee will notify the teaching staff member, in writing, of the Board's final decision.

Legal References:

N.J.S.A. 18A:27-3.1 Non-tenured teaching staff; observation and evaluation; conference; purpose

N.J.S.A. 18A:27-3.2 Teaching staff member; notice of termination; statement of reasons; request; written answer

N.J.S.A. 18A:27-10 Nontenure teaching staff member; offer of employment for next succeeding year or notice of termination before April 30

N.J.A.C. 6:3-1.20 Procedure for appearance of non-tenured teaching staff members before a district board of education upon receipt of notice

N.J.S.A. 18A:27-3.1 Non-tenured teaching staff; observation and evaluation; conference; purpose

N.J.S.A. 18A:27-3.2 Teaching staff member; notice of termination; statement of reasons; request; written answer

N.J.S.A. 18A:27-4.1 Board of education, procedure for certain personnel actions; recommendation of Chief School Administrator

N.J.S.A. 18A:27-10 Nontenure teaching staff member; offer of employment for next succeeding year or notice of termination before May 15 of non re-employment

N.J.A.C. 6:3-4.2 Procedure for appearance of non-tenured teaching staff members

before a district board of education upon receipt of notice of nonreemployment
N.J.A.C. 6:8-4.8 Teaching staff and professional development

Donaldson v. North Wildwood Bd. of Ed., 65 N.J. (1974)

Hicks v. Pemberton Township Board of Education, 1975 S.L.D. 332

Manual for the Evaluation of Local School Districts (June 1993)

Donaldson v. North Wildwood Board of Education, 1974 S.L.D.
1377

Hicks v. Pemberton Township Board of Education, 1975 S.L.D.
332

Cross References:

4115 Supervision

4116.1 Observation and Evaluation of Non-Tenure
Teaching Staff Members

4116.2 Observation and Evaluation of Tenured
Teaching Staff Members

4117.4 Personnel Reduction/Abolishing a Position

Adopted August 28, 1989

Revised: June 30, 1997

Revised: November 19, 2007