

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

PROFESSIONAL STAFF  
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## NON-RENEWAL OF A PROBATIONARY TEACHER

The Board of Education recognizes its obligation to employ only those professional staff member's best trained and equipped to meet the educational needs of the students of this District. The Board shall discharge that obligation by retaining in service only those probationary teachers who meet those standards.

The District Administrator shall ensure that probationary teachers are evaluated in a timely manner by appropriate administrators, notified of areas of which performance is not meeting expectations, and are provided assistance in improving their performance.

The District Administrator shall annually review the performance of all probationary teachers by a date adequate to ensure timely compliance with all statutory, contractual, or other applicable timelines. The District Administrator shall provide to the Board a written recommendation with regard to each such teacher specifically noting the extent to which the probationary teacher's performance is meeting District expectations. On the basis of its review, the Board may, in its discretion, offer a permanent contract, an additional year of probation, or non-renew employment. The Board's review of such recommendation shall comply with all applicable statutory, contractual, or other legal requirements.

The District Administrator shall ensure that appropriate notices of the Board's actions are timely sent and delivered to all affected probationary teachers.

### **Probationary Period**

During the first four (4) years of employment by the Board of Education, all teachers shall be deemed teachers in a period of probation for those who were hired after the 2010-2011 school year. A teacher with four (4) or less years of teaching experience in the Hortonville Area School District may be terminated, disciplined, or non-renewed for other than arbitrary or capricious reasons. The teacher shall have recourse through the grievance procedure.

118.22, 118.245(2), Wis. Stats.