

Informal Review

The following employees may request an informal review for the board's decision to not reemploy:

- 1) Category 3 employees;
- 2) An administrative employee; and
- 3) A certificated employee on a supplemental contract.

The parameters for the informal review will be determined by the district.

[OPTIONAL]

The request for an informal review must be in writing and include a statement explaining the reasoning for disagreement with the board's decision. The statement must not exceed to two pages.

The district will use the following procedure:

- 1) The employee must request, in writing, an informal review within ____ days of the date notice of non-reemployment is mailed or hand delivered to the employee. The request must be submitted to the board clerk.
- 2) The employee will be given an opportunity to meet with the board in executive session within ____ days of the date the request for informal review is filed and share a statement explaining their disagreement with the board's decision.
- 3) The board will notify the employee, in writing, of its final decision in the matter within fifteen (15) days of the date of the informal review.

The employee does not have the right to be represented by an attorney or a representative of the state teachers association, present evidence and cross-examine witnesses unless specifically agreed to by the board. The board may elect to ask questions of the employee, but this does not confer upon the employee the right to ask questions of the board.

Cross Reference: Policy 5105 Certificated Personnel Reemployment

Legal Reference	I.C. § 33-514A	Issuance of Limited contract
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-515A	Supplemental Contracts

Policy History:

Adopted on: August 10, 2009

Revised on: