

NOTICE OF PROPOSED CONTRACT NONRENEWAL

Date: _____

Name: _____

Address: _____

City/State/Zip: _____

Dear _____:

YOU ARE HEREBY NOTIFIED that a majority of the Board of Trustees of _____ ISD has determined at a lawfully called meeting of the Board of Trustees on _____ (date), that your employment contract as Superintendent in the District should not be renewed for the succeeding school year, and the Board voted to propose nonrenewal.

This notice is given pursuant to the provisions of Section 21.212 of the Texas Education Code.

The recommendation not to renew your contract is being made for the following reasons:

[List all reasons in detail.]

[Choose one of the sections below that matches District practice.]

[If BJCF(LOCAL) at REQUEST FOR HEARING specifies that the Board conducts non-renewal hearings, use the text below.]

To request a hearing, you must notify the Board of Trustees in writing not later than the 15th day after receiving this written notice. The Board will provide a hearing to be held not later than the 15th day after receiving your notice requesting a hearing. After the hearing, the Board will make a determination and provide a written notice of the decision to the Superintendent. The hearing will be closed unless you request an open hearing. If you fail to make a timely request for a hearing, the Board may proceed and make a determination on its proposed action not later than the 30th day after the date the Board sends you notice of the proposed nonrenewal.

San Felipe Del Rio CISD
233901
SUPERINTENDENT
NONRENEWAL

BJCF
(EXHIBIT)

If you have questions concerning any of the reasons supporting the proposed action to non-renew your contract, please advise me in writing.

Attached to this notice is a copy of the District's policy on nonrenewal of the Superintendent's term contract, containing the rules for the hearing.

This notice dated _____ (date), _____ (city),
_____ (state/zip).

By: _____, President, Board of Trustees
_____ ISD

OR

[If BJCF(LOCAL) at REQUEST FOR HEARING specifies that an independent hearing officer will conduct the hearing, use the text below.]

If you desire a hearing, you must file a written request with the commissioner of education not later than the 15th day after the date you receive this notice and provide the Board with a copy of that request. The commissioner will assign a hearing examiner not later than the tenth business day after receiving your written request. The hearing will be closed unless you request an open hearing. If you fail to make a timely request for a hearing, the Board may proceed and make a determination not later than the 30th day after the date the notice of proposed nonrenewal was sent to you.

If you have questions concerning any of the reasons supporting the proposed action to non-renew your contract, please advise me in writing.

Attached to this notice is a copy of the District's policy on nonrenewal of the Superintendent's term contract and an exhibit on the procedures for a hearing by the hearing examiner.

This notice dated _____ (date), _____ (city),
_____ (state/zip).

By: _____, President, Board of Trustees
_____ ISD