

# OLDHAM COUNTY BOARD OF EDUCATION POLICY

## NON-RENEWAL

5052

*References: KRS 161.011; KRS 161.750*

In striving to provide an efficient and effective public education system for the students of Oldham County, it is sometimes necessary to non-renew certified or classified employee contracts. Non-renewals of contracts shall occur as follows:

### **5052.01 CERTIFIED STAFF**

The Superintendent may non-renew a certified staff member employed under a limited contract by providing written notice to the staff member no later than May 15 of the school year in which the contract is in effect that his/her contract will not be renewed. The Superintendent will provide a detailed written explanation containing the complete grounds for the non-renewal, if the employee requests such an explanation.

### **5052.02 CLASSIFIED STAFF**

The Superintendent may non-renew the contract of a classified employee who has not completed four (4) years of continuous active service with the District, and begun a fifth year of employment, by providing or mailing to the employee written notice no later than May 15 that the contract will be non-renewed for the subsequent school year. Upon written request by the employee within ten (10) days of receiving the notice of non-renewal, the Superintendent will provide an explanation for the non-renewal in a timely manner.

The Superintendent may non-renew the contract of any classified employee who has completed four (4) years of continuous active service with the District and begun a fifth year of employment, by providing or mailing to the employee written notice no later than May 15 that the contract is not being renewed due to one or more of the following reasons: incompetency, neglect of duty, insubordination, inefficiency, misconduct, immorality, reduction of funding, elimination of funding, elimination of position, and reorganization. If the employee makes a written request to the Superintendent within ten (10) days of receipt of the non-renewal notice, the Superintendent shall provide the employee with a specific and complete written statement of the grounds upon which the Superintendent bases the non-renewal. The employee has ten (10) days to respond to the statement of grounds.

### **5052.03**

Paraprofessional contracts are limited contracts for the current academic year. All contracts for paraprofessional employees will automatically non-renew at the end of each school year.

### **5052.04**

Nothing herein shall limit or extinguish the Superintendent's authority with regard to discipline and/or termination of employees (Board Policy 5025) or Reduction in Force (Board Policy 5057).