

**ADMINISTRATIVE PROCEDURES OF THE  
MILWAUKEE PUBLIC SCHOOLS**

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**ADMINISTRATIVE PROCEDURE 6.25**  
**PROBATION AND TENURE: STAFF**

**(1) TEACHERS**

Any time served continuously or otherwise as a substitute shall not count toward the time a teacher is required to serve on a probationary basis.

**(2) RECREATION SUPERVISORS AND COMMUNITY RECREATION SPECIALISTS**

(a) In the event any probationary employee appointed as recreation supervisor or promoted from the position of community recreation specialist to that of recreation supervisor shall previously have acquired permanent employment as a community recreation specialist and fails to receive a permanent appointment as a recreation supervisor, he/she shall be restored to the status of a permanently employed community recreation specialist and to the salary schedule of the community recreation specialist.

(b) On being restored to a community recreation specialist position, any such person shall be entitled to annual automatic salary increments as a community recreation specialist for the time during which he/she held the probationary position of recreation supervisor.

(c) A person who has acquired permanent tenure as a community recreation specialist before appointment as a probationary recreation supervisor shall be deemed to have a leave of absence from his/her community recreation specialist position while serving as a recreation supervisor on probation.

**(3) ASSISTANT PRINCIPALS**

(a) Initial appointment as assistant principal or promotion from a position of teacher to that of assistant principal, shall be for a probationary period as required above. In the event any probationary assistant principal shall previously have acquired permanent employment as a teacher and fails to receive permanent appointment as an assistant principal, he/she shall be restored to the teachers' salary schedule.

(b) On being restored to a teaching position, any such person shall be entitled to annual automatic salary increments as a teacher for such probationary period as assistant principal.

(c) A person who has acquired permanent tenure as a teacher before appointment as a probationary assistant principal shall be deemed to have a leave of absence from his/her teaching position while serving as assistant principal on probation.

**(4) PRINCIPALS**

(a) Initial appointment as principal or promotion from the position of teacher to that of principal, shall be for a probationary period as described above. In the event any probationary principal shall previously have acquired permanent employment as a teacher and fails to receive a permanent appointment as a principal, he/she shall be restored to the status of a permanently employed teacher and to the teachers' salary schedule.

(b) On being restored to a teaching position, any such person shall be entitled to annual automatic salary increments as a teacher for such probationary period as a principal.

(c) A person who has acquired permanent tenure as a teacher before appointment as a probationary principal shall be deemed to have a leave of absence from his/her teaching position while serving as principal on probation.

**Cross Ref.:** Admin. Policy 6.25 Probation and Tenure: Staff

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