Employment Documentation Deadlines

2026-2027

Board Meeting Contract Renewal Actions
March – Administrators;
April –Teachers;
Contracts will go out NLT-May 2-15, 2027

Letters of Reasonable Assurance (LORAs) Actions
Employment decisions will be made in early May
Letters will go out NLT May 2-15, 2027.

March 5, 2027	Deadline for principals to send a list to Dr. Jennifer Stoecker of all employees for whom documentation exists re: possible recommendation for non-renewal.
March 5, 2027	A list of probationary and term contract employees will be sent to campuses for verification.
Week of March 22nd	Conferences scheduled between principals, Dr. Jennifer Stoecker, and the District's attorney re: documentation supporting proposed non-renewals of contract employees. All observations must be completed/summative conferences must be conducted for non-renewal recommendations submitted at the April 26th Board meeting.
April 5, 2027	Deadline for returning campus lists of probationary/term contract employees to HR.
Week of May 3rd	Conferences scheduled between supervisors and Dr. Jennifer Stoecker re: documentation supporting proposed termination(s) of at-will staff.
June 3, 2027	Campuses/departments must alphabetize professional and paraprofessional evaluations in one group. Return to HR when you bring the end of the year Checklist.