

SUMMARY EXPLANATION AND BACKGROUND

Prior to being promoted to an Assistant Principal, Sheila Lewis (hereinafter “S.L.”), worked for the School Board as a teacher pursuant to a professional services contract. After serving as an Assistant Principal, S.L. was reassigned on June 18, 2018, back to a teacher position, effective for the 2018-2019 school year. S.L. was properly placed on an annual contract for the 2018-2019 school year when she was rehired as a teacher, after her contract as an administrator was not renewed. The School Board notified S.L. on May 17, 2019, that her employment contract as a teacher would not be renewed for the 2019-2020 school year.

Subsequently, on June 3, 2019, S.L. submitted her Request for Administrative Hearing regarding the non-renewal of the contract for employment and return to annual contract status. An employee is not entitled to hearing under due process or under the Administrative Procedure Act when her annual contract was not renewed at the conclusion of the contract’s term.

The Assistant General Counsel notified S.L. that he would recommend that the School Board dismiss her Request for Administrative Hearing. S.L.’s response is attached. The School Board’s decision is final and any subsequent requests for hearing should be denied.