



**Board Meeting Date:** May 5, 2025

**Title:** Termination and Non-Renewal of Probationary Teachers

**Type:** Consent

**Presenter:** Sonya Sailer, Executive Director of Human Resources

**Description:** As a result of changing staffing needs each school year, the attached resolution provides for the termination and non-renewal of the teaching contracts for certain probationary teachers. These actions are necessary due to continuing contract teachers returning from leaves of absence, changes in enrollment, licensure requirements, and other reasons. These teachers may apply for any vacant positions available for the 2025-2026 school year if properly licensed and qualified.

**Recommendation:** Approve the attached resolution terminating and non-renewing the teaching contracts of certain probationary teachers.

**Desired Outcome(s) from the Board:** Termination and non-renewal of certain probationary teachers.

**Attachment(s):** Resolution

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING PROBATIONARY TEACHERS:**

Mattick, Isabel

WHEREAS, the above named are probationary teachers in Independent School District 273.

BE IT RESOLVED, the School Board of Independent School District 273, that pursuant to Minnesota Statute Section 122A.40, subdivision 5, that the teaching contracts of the above named, who are probationary teachers in Independent School District 273, be hereby terminated at the close of the current 2024-2025 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and non-renewal of their current contracts, as follows:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

<<First>> <<Last>>

<<Address>

Dear <<First>>:

You are hereby notified that at a regular meeting of the School Board of Independent School District 273 held on May 5, 2025, a resolution was adopted by majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2025-2026 school year. Said action of the Board is taken pursuant to Minnesota Statute Section 122A.40, subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT 273

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The motion for the adoption of the foregoing resolution was duly seconded by Board Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_ and the following voted against the same: \_\_\_\_\_, whereupon said resolution was declared duly passed and adopted.

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Clerk of the School Board, ISD 273