

## STAFF PERSONNEL

### Series 500

#### Policy Title . . . RESIGNATION/TERMINATION FROM EXTRA CURRICULAR Code No. 535.2

It shall be the policy of the Board not to allow the dissolution of any formal continuing contract for extra-curricular services for any contract year except for the following conditions:

1. Staff members wishing to be relieved of extra assignments while retaining normal classroom responsibilities must notify the School Board in writing of their desire and retain their extra assignment until the Board secures a replacement. The Board shall make a good faith effort to find the suitable replacement when adding or replacing staff.
2. Staff members requesting immediate relief from their extra-curricular assignment may do so as outlined in Policy 536.1 but in any event must resign both teaching and extra assignments simultaneously. The Board may reissue a contract for the same teaching assignment should normal attrition create such a position. Should normal staff turnover fail to provide such a position, he/she may be the first candidate for any acceptable position for which he/she is qualified.
3. Should the superintendent determine confirmed by the Board, that a staff member should relinquish his/her extra assignment the staff member shall retain his/her classroom assignment unless terminated pursuant to procedures outlined in Sections 118.22 of the Wisconsin Code.

All applicable contract language will be followed in regard to assignment to and resignation from extra-curricular duties.

Date of Adoption:  
March 8, 1976  
Amended:  
December 12, 1988  
Reviewed:  
August 11, 2008

Legal Reference: Code of WI  
Section 118.22