

**NOTICE OF NONREEMPLOYMENT
REDUCTION-IN-FORCE**

Adoption Date: 12/8/2009, 3/9/10,
2/12/13

Revision Date: 2/12/13

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(Date)

*Via Hand Delivery with Signed, Written Acknowledgment of Receipt and
U.S. Certified Mail, Return Receipt Requested, Restricted Delivery*

(Name of Teacher)
(Address of Teacher)

RE: Notice of Nonreemployment (Dismissal) Due to
Reduction in Force has been Approved by the Board of Education

Dear _____:

On the ____ day of _____, _____, the Board of Education of the Welch School District voted to eliminate your employment position and to [not renew] [dismiss you from] your contract for the ____-____ school year because of a reduction-in-force.

The basis for the board's decision is: _____

The decision of the board of education is final and nonappealable.

Very truly yours,

Superintendent of Schools

**[IF A PROBATIONARY TEACHER IS DISMISSED UNDER THIS POLICY RATHER THAN
NONREEMPLOYED THEN THE LANGUAGE OF THIS LETTER NEEDS TO BE REVISED TO REFLECT A
DISMISSAL]**