

Non-renewal—Now what?

Kentucky law states:

- Certified limited contract notice of non-renewal must be issued on or before May 15th (KRS 161.750)
 - Non-tenured teachers can be non-renewed so long as the reason for the decision is not based on any illegal and/or unconstitutional basis (i.e. discrimination on the basis of race, gender, age, disability, national origin, etc.)

Your principal has just given you a notice of intent to recommend non-renewal of your limited contract. What should you do now???? As your UniServ Director, here are few suggestions that have worked for numerous members that have dealt with a non-renewal in their career.

- Ask your principal for a written reference so you can include his/her letter in your packet when applying for future employment. A letter of reference from your principal is especially helpful if you are applying in another school system. Ask for a neutral reference if your evaluation showed some needs for improvement.
- Ask your principal if he/she will help you find another position, recommend you to colleagues, refer you to friends in other systems, speak on your behalf to other principals, etc.
- Update your resume and references, and have a colleague review before using.
- Check the KDE and individual school system websites for job openings in your field.
- Call friends and family members and enlist their help in the search for a new position.
- Check individual school system requirements for applying for positions; on line, written, references, who to contact, etc.
- Contact school principals for specific positions in various ways; email with resume attached, personal visit, phone call, US mail, etc.
- Prepare for interview; review your strengths and weaknesses, think positively, dress appropriately.
- During the interview; smile, make eye contact with all interviewers, listen to questions, think and then respond.
- After the interview send a hand written thank you note immediately.

Good Luck!!!