

# BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 401.4

Title Administrative Personnel

## Continuing and Probationary Contracts

### Continuing Contracts

An administrator's contract shall remain in force and effect for the period stated in the contract. The contract shall automatically continue for one year beyond the end of its term, unless modified or terminated by mutual agreement of the Board and the administrator, or until terminated as hereinafter provided.

An administrator who has not accepted a contract for the ensuing school year may file his or her written resignation with the Secretary of the Board on or before May 1 of each year or the date specified by the Board for return of the contract, whichever date occurs first. An administrator who has not been issued a contract pursuant to Iowa Code Sections 279.23 and 279.24 may file his or her written resignation with the Secretary of the Board at any time, and the resignation will be deemed to be accepted by the Board on the date that it was filed with the Secretary of the Board.

### Probationary Contracts

Administrators employed in a school district for less than two consecutive years are probationary administrators. However, a Board may waive the probationary period for any administrator who has previously served a probationary period in another school district. The Board may extend the probationary period for an additional year with the consent of the administrator.

Date of adoption 11/17/86

Legal Reference: (Code of Iowa)

Date of last revision 12/11/95

20; 272A.7; 279.23 through 279.25.

Date of current revision 10/11/99

Related Administrative Procedures and Cross References \_\_\_\_\_

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