May \_\_\_\_\_, 2018

Robert Gregory

Interim Superintendent of Schools

Newark Public Schools

765 Broad Street

Newark, NJ 07102

Interim Superintendent Gregory,

I have received your letter notifying me that my employment contract will not be renewed for the 2018-2019 school year.

According to Title 18A:27-3.2, **I am requesting a written statement of reasons** for my non-reemployment. I understand you have the thirty (30) calendar days to send me the reasons.

Once the reasons are mailed to me, **please accept this letter as my request for an informal appearance before you pursuant to NJAC 6:3-4.2.** As per the code the reason for my request for a hearing is non-adversarial, rather to provide me with an opportunity to persuade you to reconsider your decision. I understand my hearing should take place within thirty (30) calendar days of my receipt of reasons.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(sign here)

Print Name:

School:

Employee ID#:

Phone #:

Personal Email:

**CC**: Dr. Yolanda Mendez, Chief Talent Officer, Talent Office, Newark Public Schools

 John M. Abeigon, NTU President/Director of Organization