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| SCHOOL DISTRICT OF GREEN LAKE POLICY | 536.5 Exit Interviews |
| | Personnel |

536.5 Exit Interview

The School District of Green Lake recognizes the importance of maintaining personnel practices that foster feedback and suggestions. The superintendent will develop a procedure to conduct exit interviews with employees who leave the employment of the school district which would include retirement.

The superintendent or his/her designee will initiate the exit interview and completed interviews will be placed in the personnel file of the person leaving the district.

A copy of all exit interviews will be available to the Board members at a closed session meeting.

1st Read: 02/2012
2nd Read: 03/14/2012

Legal References: Wisconsin State Statutes Section 118.22