



# Richland School District

P.O. Box 649  
1996 US Highway 14 West  
Richland Center, WI 53581

*Building Futures,  
One Child at a Time*

**Steve Board**  
Business Official

**Jarred Burke**  
District Administrator

**Shaun Tjossem**  
Special Education Director

**October 19, 2021**

**VIA EMAIL  
FIRST CLASS U.S. MAIL  
HAND DELIVERED**

Mr. Mark Chambers



RE: Last Chance Notice

Dear Mr. Chambers:

This letter is to provide you with a last chance notice concerning your employment with the District. "Last chance notice" means you are being advised that any further incident(s), infractions, or conduct inconsistent with District expectations will result in immediate termination of your employment with the District.

As you know, you have already been reprimanded and suspended without pay. However, it is and has been evident that your professional conduct is not acceptable.

For example, it became apparent that you had solicited pupil record information that you had no reason to know under the IDEA, FERPA, or any other legitimate basis. Instead, you solicited and procured this information to assist you with your grievance (and for purposes not admissible in any event). Intruding on pupil privacy does not become acceptable just because you attempt to use the information for a grievance; you simply put yourself and your personal interests ahead of the privacy rights of students.

In the interest of completeness, I should note that your reaction to this incident concerning pupil records was emotional and tearful. You endeavored to profess surprise, perhaps even a disturbed shock that there was something wrong with prospecting for pupil records that do not concern you, your classes, or students under your direct supervision. The District does not accept this: you have been a certified teacher long enough to know about pupil record confidentiality and to have known that what you did was flat out wrong.