

## Contracts

### Policy 5050

#### A. Certificated Staff Contracts

Upon recommendation of the superintendent and approval by a majority of the board of directors, the district will offer written contracts to those individuals hired as certificated employees. Such contracts will state the salary to be paid based upon the applicable salary schedule, the number of days of service, the effective date, and the term of the contract - which will not be for more than one year.

##### **Continuing Contracts**

Certificated staff – besides the superintendent, retire-rehires, and leave-replacement employees – who do not receive timely notice of nonrenewal have a right to have their contracts renewed for another term.

##### **Provisional employees**

Provisional employees, as defined by RCW 28A.405.220, may have their contracts renewed in accordance with RCW 28A.405.220.

Retire-rehire and leave-replacement employees

Contracts with retire-rehires and persons replacing certificated staff on leave do not have continuing contract rights. Accordingly, retire-rehire and leave-replacement contracts will include the following language: “It is understood and agreed that the staff member is employed pursuant to the provisions of RCW 28A.405.900. In accordance with the provisions of RCW 28A.405.900, this contract expires automatically at the end of the contract term set forth herein and is not subject to the provisions of RCW 28A.405.210.”

#### B. Classified Staff Contracts

Upon the recommendation of the superintendent, contracts for selected classified staff may be in writing and/or for a specific period not to exceed one year. Otherwise, the employment of classified staff will be on a month-to-month basis commencing from the first day of work.

Paraeducators

All paraeducators must be at least 18 years of age, must hold a high school diploma or a recognized equivalent, and must meet one of the following requirements:

- a. Earned 72 quarter credits or 48 semester credits at an institution of higher education;
- b. Hold an associate of arts degree;
- c. Received a passing score on one of the assessments approved by the paraeducator board; or
- d. Completed a registered apprenticeship program.

#### C. Supplemental Contracts

The district may issue supplemental contracts, which are not subject to the continuing contract statute, for services to be rendered in addition to a staff member’s normal “full-time” assignment. Supplemental contracts will not exceed one year and, if not renewed, will not constitute an adverse change in contract status.

#### D. Consultants

The district may obtain consultant services when unique knowledge or technical skills are needed. A description of desired services and an estimate of time and costs will be submitted to the superintendent or designee for action. The superintendent or designee will determine

compensation, but normally compensation may not exceed that paid to a regular staff member with comparable duties. The superintendent or designee will determine the compensation paid to a consultant, considering cost incurred and benefits derived therefrom. The district will determine the compensation classification of a consultant on a personal services contract or payroll in compliance with the guidelines of the Internal Revenue Service.

Cross References:	Policy 5280	Separation from Employment
Legal References:	RCW 28A.330.100	Additional powers of the board
	RCW 28A.400.010	Employment of superintendent – Superintendent’s qualifications, general powers, term, contract renewal
	RCW 28A.400.300	Hiring and discharging of employees – Written leave policies – Seniority and leave benefits of employees transferring between school districts and other educational employers
	RCW 28A.400.315	Employment contracts
	RCW 28A.405.210	Conditions and contracts of employment – Determination of probable cause for nonrenewal of contracts – Nonrenewal due to enrollment decline or revenue loss – Notice – Opportunity for hearing
	RCW 28A.405.220	Conditions and contracts of employment – Nonrenewal of provisional employees – Notice – Procedure
	RCW 28A.405.240	Condition and contracts of employment – Supplemental contracts, when – Continuing contract provisions not applicable to
	RCW 28A.405.900	Certain certified employees exempt from chapter provisions
	RCW 28A.413.040	Minimum employment requirements
	20 U.S.C. 6319	Qualification for teachers and paraprofessionals
Management Resources:	<i>Policy &amp; Legal News</i>	
	2023 - Jul	
	2010 - Oct	
	2003 - Aug	
	2001 - Aug	

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