

Personnel

Contracts

A. Certificated Staff Contracts

The district will write contracts for certificated staff for a period not to exceed one year, except that the Superintendent's contract may be issued for up to three years. Upon the recommendation of the Superintendent and approval of the Board of Directors, the district will offer a certificated staff contract to each recommended and approved applicant. Such contract will state the salary to be paid based upon the applicable salary schedule, the number of days of service, effective date, and term of the contract, to the extent such information is available at the time the contract is offered.

The district will issue a "provisional contract" to certificated teaching staff and other non-supervisory certificated staff during their first (3) three years of employment with the district.

Except staff members who previously completed at least (2) two years of certificated employment in another school district in Washington are provisional employees only during their (1st) first year of employment with the district. These staff members are "provisional employees" and are subject to non-renewal of employment as provided by law.

Contracts with retirees hired for post-employment and employees hired to replace certificated staff on leave are not subject to the continuing contract law, and will include the following rider: "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 terms 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, offers of employment for selected classified staff may be in writing and/or for a specific period of time 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.

C. Supplemental Employment Agreements

The district may issue separate supplemental contracts, which will not subject to the continuing contract provisions in Title 28A RCW, for enrichment activities as defined in RCW 28A.150.276. Supplemental agreements will not exceed one school year and if not renewed will not constitute an adverse change in contract status.

D. Consultants

The district may obtain staff 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 to be paid to a consultant, taking into account 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:	Board Policy 5280	Separation from Employment
Legal References:	RCW 28A.150.276 RCW 28A.330.100 RCW 28A.400.200 RCW 28A.400.300 RCW 28A.400.315 RCW 28A.405.210 RCW 28A.405.220 RCW 28A.405.240 RCW 28A.405.900 20 U.S.C. 6319	Enrichment programs Additional powers of the board Salaries and compensation for employees – Minimum and maximum amounts Limitations Hiring and discharging employees Written leaves policies — Seniority and leave benefits of employees transferring between school districts and other educational employers Employment contracts Conditions and contracts of employment contracts- Determination of probable cause for non-renewal of contracts — Non-renewal due to enrollment decline or revenue loss – Notice — Opportunity for hearing Conditions and contracts of employment — Non-renewal of provisional employees — Notice Procedure Conditions and contracts of employment Supplemental contracts, when — Continuing contract provisions, not applicable to Certain certificated employees exempt from chapter provisions Qualifications for teachers and paraprofessionals
Adopted:	April 24, 2002	
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