

## CONTRACTS

### A. **Certificated Staff Contracts**

The district will write contracts for certificated staff for a period not to exceed one year. Upon recommendation of the superintendent and approval by a majority of the board of directors, the district will offer a certificated staff contract to the recommended and approved applicant. Such contract will state the salary to be paid based

The district will issue a “provisional contract” to first, second, and third year certificated teaching staff and other non-supervisory certificated staff who are “provisional employees”, subject to non-renewal of employment as provided by law.

### **Classified Staff Contracts**

Upon recommendation of the superintendent, contracts 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.

### B. **Supplemental Contracts**

The district shall issue supplemental contracts, which are not subject to the continuing contract statute. Supplemental contracts shall not exceed one year, and if not renewed shall not constitute an adverse change in contract status.

### C. **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 shall be submitted to the Superintendent or designee for action. The superintendent will determine compensation but normally compensation may not exceed that paid to a regular staff member with comparable duties. The superintendent will determine the honorarium 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.

#### Paraeducators

All educators must be 18 years of age, must hold a high school diploma or a recognized equivalent, and must have done one of the following Earned 72 quarter credits or 48 semester credits at an institution of higher learning;

1. Obtained at least an associate’s degree;
2. Received a passing grade on the education testing service paraeducator assessment; or
3. Completed a registered apprenticeship program.

Cross References: Board Policy 5280

Separation of Employment

Legal References: RCW 28A.330.100  
28A.400.300

Additional powers of the board  
Hiring and discharging employees —  
Leaves for employees — Seniority  
and leave benefits, retention upon  
transfer between schools

28A.400.315

Employment contracts [not retroactive]

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|-------------|--|
| 28A.405.210 | Conditions and contracts of employment<br>Determination of probable cause for<br>non-renewal of contracts —Notice<br>— Opportunity for hearing |
| 28A.405.220 | Conditions and contracts of employment<br>— Non-renewal of provisional<br>employees — Procedure  |
| 28A.405.240 | Conditions and contracts of employment<br>Supplemental contracts, when —<br>Continuing contract provisions, not<br>applicable to               |
| 28A.405.900 | Certain certificated employees exempt<br>from chapter provisions   |
| 28A.413.040 | Minimum employment requirements  |
| 20 USC 6311 | State Plans  |

Management Resources: *Policy News*, August 2003      No Child Left Behind Update  
*Policy News*, August 2001      Legislature Authorizes “Retire-  
Rehire”

**Adoption Date: 9/20/2012**  
**Colton School District**  
**Classification: Essential**  
**Revised: 0718**