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## CONTRACTS

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

The Bainbridge Island School 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 upon the applicable salary schedule, the number of days of service, effective date and term of the contract.

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. Staff who have completed a two-year provisional term with another Washington State school district will be provisional employees only during their first year with the district.

Contracts with retire-rehires and persons replacing certificated staff on leave are not subject to the continuing contract law. Such contracts will clearly state the terms and conditions of the contract and will include a rider referencing the provisions of RCW 28A.405.900.

### 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 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 Contracts**

The district may issue supplemental contracts, which are not subject to the continuing contract statute for services to be rendered 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 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, but normally compensation may not exceed that paid to a regular staff member with comparable duties. The superintendent or designee 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.

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**E. Paraeducators**

All paraeducators must be 18 years of age, must hold a high school diploma or a recognized equivalent, and must have done one of the following:

1. Earned 72 quarter credits or 48 semester credits at an institution of higher learning;
2. Obtained at least an associate's degree;
3. Received a passing grade on the education testing service paraeducator assessment; or
4. Completed a registered apprenticeship program.

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**Cross References:**

[Board Policy 5021 Applicability of Personnel Policies](#)

[Board Policy 5280 Termination of Employment](#)

**Legal References:**

[RCW 28A.330.100](#) Additional powers of the board

[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](#) Conditions and contracts of employment - Supplemental contracts, when — Continuing contract provisions not applicable to

[RCW 28A.405.900](#) Certain certificated employees exempt from chapter provisions

[RCW 28A.413.040](#) Minimum employment requirements

[20 U.S.C 6311 State plans](#)