

Book	Policy Manual
Section	Issue 3 of 2023 September READY FOR OSBA
Title	Professional Staff Contracts and Compensation Plans (Teachers)
Code	GCB-1
Status	

~~This is the OSBA sample policy.**~~**

Professional Staff Contracts and Compensation Plans
(Teachers)

The Board believes that a fair teacher compensation plan, which includes an adequate base salary, increments and employee benefits, is necessary to attract and retain properly certified or licensed men and women to provide a quality educational program.

As required by law, notice of annual salary is given to each certificated/licensed employee by July 1.

Teacher Contracts

Written contracts of employment are issued to all certified/licensed teaching personnel. Contracts are by and between the staff member and the Board.

For purposes of this policy, "written notice" means delivery of notice by personal service, by certified mail with return receipt requested, by regular mail with a certificate of mailing, by some other form of delivery with proof of delivery and by electronic delivery that includes electronic proof of delivery.

The basic types of contracts are as follows:

1. Limited Contract

A limited contract is one to five years in length. It may be entered into by a teacher who has not been an employee of the Board for at least three years and must be entered into, regardless of length of previous employment, by a teacher who holds a provisional or alternative license or who holds a professional license and is not eligible to be considered for a continuing contract.

Any teacher employed under a limited contract and not eligible to be considered for a continuing contract is, at the expiration of the contract, considered re-employed at the same salary plus any increment provided by the salary schedule, unless acted upon by the Board.

The Board may, acting on the Superintendent's written recommendation that the teacher not be re-employed, not renew a limited contract so long as evaluation procedures have been completed in compliance with law. The Board must give the teacher written notice of its intent not to re-employ on or before June 1.

2. Extended Limited Contract

An extended limited contract of one or two years in length is given to a teacher who is eligible for consideration for, but not awarded, a continuing contract.

3. Continuing Contract

Teachers who have taught in the District for at least three years within the last five years and teachers who have attained continuing contract status elsewhere and have served two years in the District are eligible for continuing contracts.

A continuing contract may be issued to eligible teachers who:

- A. Hold a professional, permanent or life teaching certificate or
- B. Any teacher who was initially issued a teacher's certificate or educator's license prior to January 1, 2011 who meets the following conditions:
 - i. Holds a professional educator license or a senior professional educator license or lead professional educator license;

ii. Has completed the applicable one of the following:

- a. If the teacher did not hold a master's degree at the time of initially receiving the license, 30 semester hours of course work are required in the area of licensure or in an area related to teaching since the initial issuance of the license.
- b. If the teacher held a master's degree at the time of initially receiving his/her license, six semester hours of graduate course work are required in the area of licensure or in an area related to teaching since the initial issuance of the license.

C. Any teacher who never held a teacher's certificate and was initially issued an educator license on or after January 1, 2011 who meets the following conditions:

i. Holds a professional educator license or a senior professional educator license or lead professional educator license;

ii. Has held an educator license for at least seven years;

iii. Has completed the applicable one of the following:

- a. If the teacher did not hold a master's degree at the time of initially receiving an educator license, 30 semester hours of course work in the area of licensure or an area related to the teaching field since the issuance of the license.
- b. If the teacher held a master's degree at the time of initially receiving his/her license, six semester hours of graduate course work are required in the area of licensure or in an area related to teaching since the initial issuance of the license.

Upon the recommendation of the Superintendent that a teacher eligible for continuing contract service status be re-employed, a continuing contract is granted unless the Board rejects the recommendation by three-fourths vote. A continuing contract remains in effect until the teacher resigns, elects to retire, is retired for reasons consistent with law or until he/she is terminated or suspended.

If the Board rejects the recommendation for re-employment of the teacher, the Superintendent may recommend re-employment of the teacher under an extended limited contract for a term not to exceed two years, if continuing service status has not previously been attained elsewhere. Written notice of the Superintendent's intention to make such a recommendation must be given to the teacher with reasons directed at the professional improvement of the teacher on or before June 1. Upon subsequent re-employment of the teacher, only a continuing contract may be entered into.

The Board may reject the Superintendent's recommendation for re-employment of the teacher under an extended limited contract by three-fourths vote of its full membership.

The Board declares its intention not to re-employ the teacher by giving the teacher written notice on or before June 1. If evaluation procedures have not been completed in compliance with law or if the Board fails to give the teacher written notice of its intent not to re-employ by the aforementioned date, the teacher is re-employed under an extended limited contract for a term not to exceed one year at the same salary plus any increment provided by the salary schedule.

The Superintendent's recommendation is considered in all contracts pertaining to certificated/licensed individuals.

Legal References

ORC 3313.53
ORC 3317.13
ORC 3317.14
ORC 3319.07
ORC 3319.08
ORC 3319.09
ORC 3319.10
ORC 3319.11
ORC 3319.111
ORC 3319.12
ORC 3319.22
ORC 3319.227
ORC 3319.24
ORC 3319.26

Cross References

- GCBA, Professional Staff Salary Schedules
- GCBB, Professional Staff Supplemental Contracts
- GCBC, Professional Staff Fringe Benefits
- GCBD, Professional Staff Leaves and Absences
- GCBE, Professional Staff Vacations and Holidays

NOTE: *Specific provisions for teacher contracts are established through negotiated agreements for those districts with collective bargaining units. Supplemental contracts for teachers are addressed in policy GCBB.*

Policy GCB-1 applies to teachers. Policy GCB-2 applies to administrators. This numbering system is followed in other policies such as AFC-1 regarding teachers and AFC-2 regarding the same topic for administrators.

House Bill (HB) 33 (2023) revised delivery of notice requirements related to teacher employment contracts in Revised Code (RC) 3319.11. Prior to the revisions, written notice referenced in this policy could only be delivered by personal service or by certified mail with return receipt requested. Effective October 3, 2023, written notice referenced in this policy can also be delivered by regular mail with a certificate of mailing, by some other form of delivery with proof of delivery, and by electronic delivery that includes electronic proof of delivery.

Legal

[ORC 3313.53](#)

[ORC 3317.13](#)

[ORC 3317.14](#)

[ORC 3319.07](#)

[ORC 3319.08](#)

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[ORC 3319.12](#)

[ORC 3319.22](#)

[ORC 3319.227](#)

[ORC 3319.24](#)

[ORC 3319.26](#)

CONTRACT REF.: Teachers' Negotiated Agreement