



EDMONDS SCHOOL DISTRICT NO. 15
Human Resources Division

September 2007	CONTINUING CONTRACT AWARD DETERMINATION - EEA	III-C
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Non-Continuing Contracts (NCCs) are issued only to those who are replacing employees on leave (LV). Every attempt is made to match NCCs with LVs within employment categories. Within the Primary (01) and Intermediate (02) categories the match is further made within building; where that is impossible the match is made within the quadrant. In order to balance LVs and NCCs within categories, as necessary, LV persons may be shifted to other categories which they also hold.

At times (after hiring for the school year is basically completed and when across all categories there are more NCCs than LVs) occasions arise where NCCs can be converted to Continuing Contracts (CCs). To determine which NCCs should be changed to CCs the following procedures and criteria are applied in categories in which there are more NCCs than LVs. Preference is given to categories that are least likely to face RIF in the category should there be developed a (or an additional) surplus of CC FTE in the category due to the awarding of additional CC FTE.

- I. NCC persons eligible for consideration to receive CC's are those:
 - A. In categories where there remain more NCCs than LVs;
 - B. Presently hired for the balance of the school year;
 - C. Not hired specifically to replace an identified person on leave, except those returning from RIF;
 - D. Holding contracts of .4 FTE or more; and,
 - E. Have had, for the past 2 years, no less-than-satisfactory evaluations (in any of the sections of the Final Evaluation Report) and no formal disciplinary action or record taken against them.
- II. CCs are awarded to eligible NCC holders, to the extent available (i.e., until a balance of LVs and NCCs is achieved), in the following order:
 - A. Those who came off the RIF list to receive their NCCs;
 - B. In rank order those with the higher total point scores derived from the following criteria.
 1. Number of semesters immediately preceding the current year in which they held at least some NCC FTE; (2 points/semester);
 2. Presently held CC FTE (if any); (1 point/.1);
 3. Presently held NCC FTE; (1 point/.2);
 4. Number of post-BA credits of record as of Oct 15; (1 point/each 20 credits); and

5. Total scores achieved on the "Continuing Contract Recommending Team Rating Check List" (attached). For Student Services categories accepted flexibility/versatility criteria apply here instead. Separate Teams are convened in areas of surplus NCCs to rank order their respective CC candidates. These representative Teams are:
 - a. Elementary Principals
 - b. Secondary Principals
 - c. Student Services Program Managers
 - d. Music and Visual and Performing Arts Program Managers
 - e. Director of Career and Technical Education
- III. When (after the initial application of the above) a permanent vacancy (per CBA 10.8.A.1) occurs during the school year, if there are eligible NCC persons in the applicable category, the next eligible NCC person(s) is (are) awarded the job's FTE on a CC per the above criteria and the position is filled by a NCC. If for any other reason additional CCs become available during the course of the school year, they also will be awarded accordingly.