

Regulation 0401.10-AR-07 Contracting Process and Deadlines

CONTRACTS

Upon delivery of a proposed contract, such person shall have ten (10) calendar days from the date the contract is delivered in which to sign the contract and return it to the Human Resources Department.

If an individual hired for a certified position is not certified by September 30th, that individual's employment may be terminated.

Certified personnel must provide the Human Resources Department the original copy of their current Idaho certificate, official transcripts and written verification of previous certified employment.

CONTRACT SEPARATION

The process for separation of certificated professional personnel from the District will follow the provisions provided by the Idaho Code with regard to termination and/or non-renewal of a Standard Teacher Contract.

RESIGNATION/RETIREMENT/RELEASE

A certificated professional personnel who desires to be released from a contract shall submit, in writing, a request to be released coupled with a resignation or retirement notification. The submission should be received by the District at least thirty (30) days in advance of the desired release date.

The determination whether personnel will be granted a mid-year release from contract will be based upon the District's ability to locate and retain a suitable replacement and the best interest of the student's educational activities.

Retirement from the District shall conform to the policy and procedures for public employees in the state of Idaho (PERSI).
