

APPLICATION FOR CERTIFIED CONTINUING CONTRACT

Criteria

A certified staff member must meet the following criteria to apply for a continuing contract:

- Hold a professional or permanent certificate, or a professional, senior professional, or lead professional license.
- If the educator did not hold a master's degree upon initial licensure, the educator must complete 30 semester hours above a bachelor's degree in a related area.
- If the educator held a master's degree upon initial licensure, the educator must complete six additional semester hours after initial licensure.
- Individuals, who received initial licensure before 2011, must have successfully taught in the Mathews Local School District for at least three of the last five years.
- If the staff member held a continuing contract in another school district, the staff member must successfully have taught in the Mathews Local School District for two years.
- Individuals who received initial licensure after Jan. 1, 2011, must hold an educator license, other than a substitute teaching license, for at least seven years.

Note: Consult Ohio Revised Code 3319.08 (Contracts for employment or reemployment of teachers) for an in-depth description of continuing contract criteria.

Timeline:

As per Mathews Local School District Policy 3370, a certified staff member must follow the timeline outlined below to apply for a continuing contract:

Submit a letter to your principal requesting a continuing contract before March 1. Continuing contract status will be considered during the April Board meeting the following year (e.g. letter submitted March 1, 2010 for consideration April 2011).

Submit this application to your principal by September 15th of the school year in which making application for continuing contract (e.g. you submitted your letter March 1, 2016; you must submit this application September 15, 2016 for consideration April 2017).

Applicant's Name: _____ **Date of Receipt of Initial License:** _____

By March, I will have the following (Must check one option for each category below):

MUST CHECK ONE:

Professional, Senior Professional or Lead Professional License, if initially licensed prior to Jan 1, 2011.

Have held an educator license, other than a substitute license for seven, if initially licensed after Jan 1, 2011.

MUST CHECK ONE:

6 semester hours if Master's was held upon initial licensure

30 Graduate Semester hours if NO Master's was held upon initial licensure

MUST CHECK ONE:

Taught at Mathews Local School District for three of the last five years. Or

Taught at Mathews Local School District for two years, and possessed continuing contract in another district

Signed: _____ Date: _____

Principal: _____ Date: _____

Superintendent: _____ Date: _____