Dear CTU Brothers & Sisters,

Continuing Contract Applications are now available to be completed and returned by September 17 (by law the due date is the 15th, but since the 15th is a Saturday the forms are due on Monday, September 17). With your application for Continuing Contract, you must also submit all required documentation. That includes official, sealed transcripts and conferring of Masters Degree (if needed). If your license was issued before January 1, 2011 then you must have completed required coursework and have 3 years of service in Cleveland (currently beginning the third year). If your license was issued after January 1, 2011 then you must have completed required coursework and have 7 years of service in Cleveland (currently beginning the seventh year).

Here are the requirements for coursework as established by state law (not Cleveland policy):

COURSEWORK:

\*If the teacher did not hold a master’s degree at the time of initially receiving a teacher’s certificate or an educator license, thirty semester hours of coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license.

\*If the teacher held a master’s degree at the time of initially receiving a teacher’s certificate or educator license, six semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license.

Below I have included basic requirements as outlined in the law and Collective Bargaining Agreement. Information is also being sent hard copy to all schools.

Forms are available on the CTU website or by clicking this link: <http://www.clevelandmetroschools.org/Page/2821>

In Union,

Tracy

**CONTINUING CONTRACT BASIC REQUIREMENTS**

**TAKEN FROM STATE LAW AND CBA**

Continuing Contracts shall only be issued to teachers who provide notice of their eligibility for a Continuing Contract by **September 15** of the year the teacher becomes **eligible (third year or seventh year depending upon when the initial educator license was issued)** and who have met **ONE** of the following criteria:

1. The teacher must hold a professional, permanent, or life teacher’s certificate.
2. The teacher meets the following conditions:
	1. The teacher was initially issued a teacher’s certificate or educator license prior to January 1, 2011
	2. The teacher holds a professional, senior, or lead professional educator license.
	3. The teacher has completed one of the following:
		1. If the teacher did not hold a master’s degree at the time of initially receiving a teacher’s certificate or an educator license, thirty semester hours of coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license;
		2. If the teacher held a master’s degree at the time of initially receiving a teacher’s certificate or educator license, six semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license
3. The teacher meets the following conditions:
	1. The teacher never held a teacher’s certificate and was initially issued an educator license on or after January 1, 2011.
	2. The teacher holds an educator license for at least seven years.
	3. The teacher has completed one of the following:
		1. If the teacher did not hold a master’s degree at the time of initially receiving a teacher’s certificate or an educator license, thirty semester hours of coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license;
		2. If the teacher held a master’s degree at the time of initially receiving a teacher’s certificate or educator license, six semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license

**Upon the recommendation of the CEO that a teacher be re-employed where the teacher satisfies the above criteria and has taught in the district for at least three years, or at least two years in the case of a teacher who received a continuing contract elsewhere, the board shall enter into a continuing contract with that teacher.**

**In the event the CEO does not recommend to the board that a teacher receive a continuing contract where the teacher meets the above criteria, and the teacher has taught in the district for at least three years, or at least two years in the case of a teacher who received a continuing contract elsewhere, the CEO may recommend to the board that the teacher receive an extended limited contract. In that event, the CEO shall provide the teacher written notice, no less than 5 business days prior to any board action on the recommendation, with reasons directed at professional development.**

*Note that applying for Continuing Contract does not guarantee issuance of Continuing Contract. Ohio Revised Code requires that if a district does not issue a Continuing Contract than the teacher must be terminated. Cleveland has a different provision in HB 525. If a Continuing Contract is not going to be issued the CEO can recommend an Extended Limited Contract be issued to the teacher. An Extended Limited can be issued for a maximum of 4 years.*