

EMPLOYMENT PRACTICES  
TERM CONTRACTS

DCB  
(LOCAL)

After any applicable probationary contract period required by the District, term contracts governed by Chapter 21 of the Education Code (educator term contracts) shall be provided to any employees in positions required by law to receive such contracts, including:

1. SBEC-certified employees serving full-time as principals, assistant principals, teachers, school counselors, diagnosticians, librarians, and athletic directors; and
2. Full-time nurses.

For purposes of this policy, the District shall consider only full-time registered nurses to be eligible for educator term contracts.

Employees in positions for which the District requires current SBEC certification shall also receive term contracts.

**NO CERTIFICATION  
REQUIRED**

Educator term contracts shall also be provided for the following positions for which neither SBEC nor the District requires current SBEC certification: assistant superintendent for finance and operations, director of transportation, assistant athletic trainer, and licensed speech pathologist.

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Explanatory Notes  
TASB Localized Policy Manual Update 100

CRD (LEGAL) INSURANCE AND ANNUITIES MANAGEMENT  
HEALTH AND LIFE INSURANCE

In reviewing this legally referenced policy on health and life insurance in light of the Affordable Care Act, we have made extensive revisions. Text has been streamlined and revised to better match statutory authority. We have added detail at COVERAGE REQUIREMENTS and revised definitions to assist districts in determining whether employees are FULL-TIME or PART-TIME. An existing statutory provision has been added on page 3 to explain that each year an employee shall make a WRITTEN ELECTION whether to designate a portion of the employee's compensation to be used as health-care supplementation.

CRD (LOCAL) INSURANCE AND ANNUITIES MANAGEMENT  
HEALTH AND LIFE INSURANCE

Recommended deletions provide flexibility for the district to determine contributions to health insurance premiums based on TRS membership, rather than part-time or full-time status. This change is more consistent with state law, which requires districts to contribute to the health insurance premiums of only those employees who are active, contributing TRS members.

DCB (LOCAL) EMPLOYMENT PRACTICES  
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To ensure that the district provides term contracts as required by law, this local policy includes the comprehensive list of positions required by law to receive term contracts. Any district employee in one of the listed positions who has served the probationary contract period required by the district shall be given a term contract; however, a new sentence following the list reflects your district's previous decision to issue term contracts to full-time registered nurses only, rather than to all full-time nurses. If your district no longer makes this distinction, please contact your policy consultant.

Any employees in positions for which the district requires current SBEC certification are also entitled to term contracts.

According to the district's responses to the Policy Service survey sent in June 2014, the district has chosen to give Chapter 21 term contracts to employees working in positions for which neither SBEC nor the district requires certification. See NO CERTIFICATION REQUIRED. The list of positions in the policy is based on the district's survey responses. **Please note that the district is not required to employ such positions under Chapter 21 contracts. TASB Legal Services has developed a sample non-Chapter 21 contract, titled "Model Noncertified Contract," for this purpose that does not incorporate the statutory protections available to employees on Chapter 21 contracts. If the district has questions about how to transition employees on Chapter 21 contracts under a previous policy to non-Chapter 21 contracts, we recommend that the district contact its school attorney for guidance.**

*Approved  
9-15-14*