**Policy Code: 5335 CONTRACTS FOR LICENSED PERSONNEL**

Contracts for Employment

Contracts for employment will be offered to all new and probationary nonadministrative licensed employees. Contracts for employment are between the Edenton-Chowan Board of Education and the employee and do not guarantee assignment to a particular school. The employee must sign and return the contract to the office of the Superintendent within 15 calendar days after the employee receives the contract, or the offer will be deemed withdrawn.

Contracts will include the term of employment and any special conditions of employment. It is the responsibility of the individual employee to provide all information necessary for proper licensure and credit for prior work experience to the appropriate division of the North Carolina Department of Public Instruction or licensing agency. Establishing licensure with the Division of Professional Services, Department of Public Instruction, and ensuring license renewal are the responsibility of the individual. Contracts for any position requiring licensure will be valid only after such licensure has been secured.

An expired license or failure to meet the teacher qualifications of competencies under No Child Left Behind shall be considered just cause for contract revocation or dismissal, and no professional employee will be allowed to begin a new school year with a certificate or license that has expired.

No applicant shall be employed unless recommended by the Superintendent and subsequently approved by the Board of Education.

LEGAL REF: [G.S. 115C-47](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=47), [-276](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=276)(j), [-295](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=295), [-296](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=296), [-299](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=299), [-325](http://redirector.microscribepub.com/?cat=stat&loc=nc&id=115c&spec=325); [20 U.S.C. §6319](http://redirector.microscribepub.com/?loc=us&cat=usc&id=20-6319); [20 U.S.C. § 7081](http://redirector.microscribepub.com/?cat=usc&loc=us&id=20-7081&), State Board of Education Policy BENF-009

ADOPTED: February 7, 2005

**Edenton-Chowan Schools**