

Guidelines for Outside Contracted Teachers or Instructors

- 1) The school must ensure the compliance of each teacher, instructor, and staff member directly employed by the school, regardless of responsibilities or teaching field and FTE, with the indicators in REACH Standard 4: Personnel, including appropriate placement on the Certification Chart.
- 2) If the school contracts (and pays) teachers or instructors from outside agencies to provide instruction, the school must ensure that these individuals (regardless of responsibilities or teaching field or FTE):
 - a. Have a clear testimony of faith in Christ
 - b. Sign the school's statement of faith
 - c. Endorse the school's code of ethics/lifestyle statement
 - d. Know and understand the ethical considerations of their respective positions
 - e. Indicate their commitment to the mission and philosophy of the school and the biblically-based relationships therein
 - f. Contribute to the achievement of desired student outcomes
 - g. Are qualified in the area they teach
 - h. Successfully pass a background check, agreed upon by the school and outside agency
 - i. Are supervised by qualified staff from the school who have authority to remove them if they do not fit the mission or expectations of the school.

These individuals must be listed as "Permanent Waivers" on the Certification Chart and do not count for, or against the school's requirement to reach 80% certification. They do count as part of the 10% limit for teachers that are allowed to be included in the waiver section. No ongoing professional development plan needs to be on file for these teachers from the school since they are hired through an outside agency. It is assumed that those requirements are taken care of by the other agency.

Examples: Computer, special education, or foreign language teacher

- 3) Specialized staff may be provided by (and paid by) the local public school district or educational cooperative for students with special needs on a specific plan (IEP, 504, etc.). Special needs may include speech pathology, occupational therapy, physical therapy, physical adaptations for handicaps, hearing impairment, visual impairment, medical conditions, or a variety of learning differences. The school may provide a space for those outside teachers to work with the student while not counting the teacher among their staff. They do not have to be listed on the certification chart as long as that is the only function they have in the school. These teachers are employees of another entity and as such, would not be required to give a testimony of faith. They should still be interviewed to see if they can work amicably in the Christian school setting. It will be up to the school to monitor how well they interact with the students in their care and discontinue that arrangement if they have any reason to believe that the influence that teacher has is negative. Parents should be aware of and in agreement with whatever arrangements are made for their child to receive the specialized services in question.
Examples: special education, speech therapist, occupational therapist (school does not pay these teachers)

Any **exceptions** to these guidelines may be requested through writing to the Office of Academic Services along with written documentation of why an exception is needed and a description of how the instructor contributes to the philosophy, mission, and vision of the school and demonstrates a Christlike commitment to the development of the whole child.