
Fresno USD DIVISION OF HUMAN RESOURCES
HR 2602.4
CONTRACT – SHARED CERTIFICATED

Two teachers are permitted to share a certificated contract with the exception of Extra Pay Extra Services (EPES) contracts. Shared contracts are only valid for one school year.

Total salary and benefits for two teachers sharing one position will not exceed 100% of the salary & benefits for one teacher in that position. One teacher will need to agree to work less than 50% for the entire school year so that the district will not be liable for benefits for two teachers sharing one position. Health benefits cannot be granted to a teacher who works less than 50% of FTE for the position. One teacher will need to agree to work less than 50% for the entire school year so that the district will not be liable for benefits for two teachers sharing one position. (Note: two separate requisitions will need to be prepared for each teacher). A statement should be prepared disclosing that the teachers understand that they have resigned rights to a 100% position. The starting and ending dates must be specific.

The principal must authorize an agreement of the shared contract in writing with a statement that the shared contract will not disrupt the learning opportunities of the students involved. The authorization should be specific to the teachers involved. A withdrawal of one of the teachers invalidates the shared contract and the other teacher will need to complete the contract.

The principal and the teachers involved will prepare a plan to assure that the instructional program remains intact and that all staff development, meetings, conferences, parent contacts and report cards will be maintained. This plan will be in writing and will be signed by the principal, the teachers and School Leadership for approval.

Approval for shared contracts is not automatic. Each proposal will be evaluated separately and School Leadership and Human Resources will have final approval.