

CERTIFIED STAFF/CLASSIFIED STAFF HOUSING GUIDANCE

In order to recruit and retain certified staff members to the Tioga Public School District #15, the Tioga School Board has purchased trailers and secured apartments in the town of Tioga due to rent being extraordinarily high and housing being difficult to acquire. Certified staff members will possibly need to relocate to Tioga and will require housing; therefore, certified staff members will have priority to live in school housing.

The guidelines of renting housing from the school is stated below:

- The Tioga Public School District shall hold the rental agreements in its name. Rent will be set by the Tioga School Board.
- Rental contracts will be signed by the certified staff member and school representative before the certified staff member is allowed to occupy the housing. Rent will be deducted from the certified staff member's pay. All terms of the rental contract are covered in this policy.
- Rental contracts normally will run from August 1 to July 31. Flexibility will prevail to encourage certified staff members to seek other housing arrangements, assist employees, and to fill or provide housing.
- Certified staff members shall be charged a deposit equal to one month's rent which will be returned in accordance with terms stated in the contract.
- The Tioga Board reserves the right to change the amount of rent and/or terms of rent at any time during the contract. The Board reserves the right to the reassignment of dwelling at any time due to changes in family situations, cost of rent, availability of housing, etc. The Board will give notice as early as possible to give certified staff members a reasonable amount of time to relocate, and every attempt will be made to work with certified staff members who need to relocate.
- In accordance with the terms of the contract, employees in school housing shall be responsible for obtaining renter's insurance.
- The Tioga Board deems school housing as a temporary solution for employees. Certified staff members are encouraged to seek other housing; the board will subsidize rent for two (2) years in order to assist certified staff members. Beginning in Year 3 of renting school housing, the board will continue to rent to employees who remain in school housing, but shall do so without the district subsidizing any costs associated with the rental; the renter shall pay all expenses. This provision begins with the 2015-2016 school year.
- If housing is available once certified staff is hired or if housing becomes available, classified staff can be considered for housing. All the above conditions apply to classified staff plus the terms of the rental contract.