

MINNEAPOLIS PUBLIC SCHOOLS

Early Contract Screening and Hiring Timeline

2018-2019 Teaching Positions

2018

January	Candidate pools open to all new candidates
February	Screening events for high priority licensure and strategy areas
March	First Round of initial Early Contracts offered Screening events for additional licensure areas as identified by budget
April	Second Round of Early Contracts offered
May	Interview and Select for all vacancies (Internal and Early Contract candidates) Contracts for specific positions offered to Early Contracts
June – July	Remaining and subsequent vacancies posted on MPS Career Website and open to all candidates
July 31st	All contracts for specific positions must have completed contracts or may be released for new candidates

Interview and Select is the contractually agreed upon process by which Minneapolis Public Schools fills internal vacancies. Instructions about participating in Interview and Select will be provided to all candidates who are successful in receiving an Early Contract prior to the Interview and Select process. Candidates must be available to interview for individual vacancies on the determined dates or may not receive a position for the 2018-2019 school year.

Early Contract candidates must have completed paperwork at least 14 days in advance of the Interview and Select posting period to be granted login information for the Interview and Select system. Failure to complete the paperwork and/or participate in the Interview and Select process may result in a candidate not being eligible for individual positions for the 2018-2019 school year.



Frequently Asked Questions

Minneapolis Public Schools

Early Contracts

Q: What does it mean to have an Early Contract with Minneapolis Public Schools?

A: Early Contracts are offered to exceptional teacher candidates during the early stages of the hiring process for the upcoming school year. An Early Contract is an offer for a teaching position in a specific licensure area with Minneapolis Public Schools without a specific school assignment.

Q: How/When will I know what school I will be working at?

A: Early Contract teachers are granted access to our internal Interview and Select system to apply and interview with school principals for open positions. Offers will be made electronically through the Interview and Select system at the end of the posting process. The job offer that the Early Contract teacher accepts through this system will be their permanent assignment with Minneapolis Public Schools for the following school year.

Q: I have teaching licenses in more than one subject area. Can I apply to any position for which I hold a license?

A: Early Contract offers are made based on a specific licensure area/need. You will only be able to apply to positions for the subject/license area specified in your Early Contract offer email.

Q: Minneapolis Public Schools is a large district. How will I know what schools are a good fit for me?

A: We encourage our Early Contract teachers to go explore their options by researching schools prior to Interview and Select. All of our schools have websites to help you learn about the community and programs that are available. The Human Resources department also hosts an Early Contract Meet and Greet event each year so Early Contract teachers have the ability to meet and introduce themselves to principals face-to-face.

Q: I am very interested in one specific school. Is it ok if I only apply to that one school?

A: Minneapolis has over 50 schools that will be hiring through our Interview and Select process. We strongly encourage all Early Contracts to apply and interview for as many schools and positions available in your designated licensure area to maximize the number of potential job offers. Multiple job offers through Interview and Select allow you to make the best choice about fit!

Q: What will my salary be as a teacher in Minneapolis Public Schools?

A: Teacher salaries are based on years of qualifying K-12 teaching experience and level of education. A copy of the salary schedule has been sent to you so that you can estimate where you may land on the schedule once your official documents are reviewed. Official salary offers can only be made by one of our Human Resources Consultants.

Q: When will I know my official salary?

A: Once Human Resources have received all official transcripts from your college(s) and reviewed your resume for qualifying experience, the Human Resources Consultant assigned to your school will provide you with your official salary and can answer any additional questions you may have.

Q: What if I'm still in a program and my grades are still pending on my official transcript?

A: Not to worry! We allow all new teachers to submit any additional official transcripts up to 45 days after their start date for a revised salary offer. *It is strongly recommended to wait until all degrees/credits have been posted before ordering your official transcript(s).*

Q: I have reviewed the benefits documents provided in my offer email and have some questions. Who should I go to?

A: Our Benefits team will be available in-person at the Early Contract information session to explain and answer all questions related to benefits and insurance plans. You can also visit the Benefits website at <http://humanresources.mpls.k12.mn.us/benefits.html>

Q: I'm feeling lost in the process. Who should I call?

A: You will have a 2-person team, consisting of an HR Consultant and an HR Specialist designated to you based on license area. Both your HR Consultant and Specialist are here to support you through your entire Early Contract process. Do not hesitate to reach out to them for any questions or needs that come up.

Q: I've accepted an offer at my new school. When can I see my classroom?

A: Congratulations! After accepting a school's offer, you are free to work with your new principal or administrator to visit the school, learn about any professional development offerings specific to your school and see your new classroom!