

E 5220

Personnel

Terms of Employment

Term of Contract

The term of the contract for certificated employees shall be determined by the Board of Trustees to include: one (1) teacher work day prior to school for preparation for the school year, and one (1) teacher work day at the end of each quarter. Contracts extended beyond the normal work year will be paid at the per diem rate of the individual's base salary.

Teacher Hours

The workday for all certificated employees shall be defined as 8 hours in length to include:

30 minute duty-free lunch as assigned by building principal.

15 minutes of duty time before school.

15 minutes of duty time after school.

30 minutes of flex duty time before or after school.

390 minutes of instructional/planning time.

375 minutes of planning time every 10 days, 30 minutes of which shall occur daily, within instructional/planning time.

- Duty means available for assignment.
- Flex duty means the teacher and principal will identify a mutually agreed upon and realistic schedule.

Certificated personnel are expected to participate in and support school activities.

Days designated as teacher work days shall be defined as 8 hours in length, and reserved for classroom preparation.

Renewal/Non-renewal of Contract

The calendar for renewal/non-renewal of teacher contracts will be determined by Idaho Code.

Release From Paid Extra-Curricular Activities

Whenever a teacher wishes to be released from a paid extra-curricular activity, every reasonable effort will be made by the District to find a replacement. However, no guarantees can be made that a replacement will be found. The following are the procedures that will be followed:

The employee will make the request in writing to the building principal with a copy for the Superintendent. This should be done as soon as possible, but no later than the first of April preceding the coming school year.

The Superintendent and principal will try to fill the position from within, utilizing existing staff members that the administrators feel are qualified.