

PROFESSIONAL STAFF CONTRACTS

The School Board shall enter into written contracts with teachers, principals, assistant principals, and supervisors as defined in 8 VAC 20-440-10 before such employees assume their duties except as noted below. Contracts will be in the form permitted by the Board of Education, with special covenants added by the School Board as appropriate. Contracts shall be signed in duplicate, with a copy furnished to each party.

Written contracts are not required with persons who are temporarily employed. A temporarily employed teacher, is 1) one who is employed to substitute for a contracted teacher for a temporary period of time during the contracted teacher's absence, or 2) one who is employed to fill a teacher vacancy for a period of time, but for no longer than 90 teaching days in such vacancy, unless otherwise approved by the Superintendent of Public Instruction on a case-by-case basis, during one school year.

Professional staff may receive contract additives for advanced degree and/or additional coursework credit hours in degree programs according to the adopted salary scales. Contract additives will be paid in accordance with payroll procedures at the percentage increment of the contracts issued. Beginning July 1, 2015, if the advanced degree is required for licensure by the State of Virginia, in the position for which the contract is issued, the full additive amount will be paid regardless of contract percentage for positions less than full-time with a minimum of a 50% contract.

Coaching contracts and contracts for extracurricular activity sponsorship assignments where a monetary supplement is paid shall be separate from the employee's primary contract and termination of the separate contract shall not constitute cause for the termination of the primary contract.

For purposes of this policy, "extracurricular activity sponsorship" means an assignment for which a monetary supplement is received, requiring responsibility for any student organizations, clubs, or groups such as service clubs, academic clubs and teams, cheerleading squads, student publication and literary groups, and visual and performing arts organizations except those that are conducted in conjunction with regular classroom, curriculum, or instructional programs.

Adopted: February 14, 1995

Revised: August 11, 2015

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-302.
8 VAC 20-440-10.

Cross Ref.: GCBB Supplementary Pay
GCDA Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
GCE Part-Time and Substitute Professional Staff Employment
GCG Professional Staff Probationary Term and Continuing Contract
GCPB Resignation of Staff Members
GCPD Professional Staff Discipline
GCPF Suspension of Staff Members