

Staff Assignments and Assistance

AR-4050

- I. Efforts will be made to determine duty assignments of all staff members at the time of the issuance of the contract, but such determinations are subject to change as conditions may dictate previous to the opening of the school year.
- II. The superintendent of schools shall attempt to keep all assignments fair and reasonable within the limits of the salary schedule and the preparation of individual staff members.
- III. Additional duties may be assigned by the administration outside the school day for supervision or operation of the school sponsored events on as nearly an equal basis as possible.
- IV. Part-time certificated persons will receive non-salary benefits in the same proportion as the fraction of the teaching load for which they are contracted. For example, a person working four periods out of eight would receive 4/8ths or 1/2 of the amount of paid health insurance that is paid for a full time staff member.
- V. Part-time assignments will be based upon the normal number of assignments per day. For example, if the normal number of assignments would be eight per day, three classes would be 3/8ths, four assignments would be 4/8ths, or 1/2 time, or five assignments would be 5/8ths.
- VI. The normal load for full-time staff members is such that they will have one planning period during the day. A study hall, library assignment or noon duty for a full period may be considered an assignment.