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	<p><b><u>ANNUAL FORM -- CONTRACT WITH PROFESSIONAL PERSONNEL</u></b></p> <p>THIS AGREEMENT, between the SCHOOL BOARD OF _____ Commonwealth of Virginia, ("School Board") and _____ ("Employee"). The School Board agrees to employ and the Employee agrees to accept such employment in the position of _____ (teacher, assistant principal, principal, or supervisor) subject to the authority of the School Board, under the supervision and direction of the division superintendent of schools, and agrees to the following conditions:</p> <p>1. The Employee: (check one)                ____ holds a valid Virginia license issued by the Board of Education                ____ has completed the requirements and has filed a complete application for a Virginia license                ____ is eligible for a Virginia license and will file a complete application immediately upon employment.</p> <p>2. The services to be performed hereunder shall begin on _____, 20____, and continue thereafter as prescribed by the school board.</p> <p>3. The Employee shall perform such pertinent duties during the period of this contract as are deemed necessary by the School Board and superintendent for the efficient and successful operation of the school system.</p> <p>4. The Employee shall comply with all school laws, Board of Education regulations, and all regulations made by the School Board in accordance with law and Board of Education regulations, and shall make promptly and accurately all reports required by the division superintendent of schools.</p> <p>5. The Employee agrees to abide by the provisions of the Constitution of Virginia and the Constitution of the United States.</p> <p>6. The division superintendent shall have authority to assign employees to their respective positions in the school wherein they have been placed by the School Board and may, with the approval of the School Board, reassign any employee to any school</p>		

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	<p><u>within the division during the term of this contract; provided no change or reassignment shall adversely affect the salary of the employee under this contract.</u></p> <p><u>7. Before the superintendent recommends to the School Board the nonrenewal of the contract of a teacher who has not achieved continuing contract status, the superintendent shall notify the teacher of the proposed recommendation in accordance with Section 22.1-304 of the Code.</u></p> <p><u>8. The School Board, upon recommendation of the division superintendent, reserves the right to dismiss, suspend, or place on probation the Employee, paying for services rendered in accordance with this agreement to date of dismissal.</u></p> <p><u>9. In case schools are closed temporarily as a result of an epidemic or for other necessary cause, the said board may require such loss of time to be made up within the school term or may extend the school term.</u></p> <p><u>10. This contract shall not operate to prevent discontinuance of employment as provided or allowed by law.</u></p> <p><u>11. The Employee may request that the School Board release the Employee from the terms of this contract by giving the School Board two weeks' notice in writing and setting forth therein the reason considered just cause for resignation. In the event the School Board declines to grant the request for release from the contract on the grounds of insufficient or unjustifiable cause, and the Employee breaches the contract, the School Board may pursue remedies prescribed by the Board of Education or other remedies consistent with law or contract.</u></p> <p><u>12. The School Board agrees to pay Employee for the duration of this contract _____, payable:</u>  <u>(a) in _____ installments for services rendered, payable by the first day of each calendar month or as soon thereafter as possible.</u>  <u>or</u>  <u>(b) in accordance with schedule under "Special Covenants."</u></p> <p><u>13. The School Board shall not be</u></p>		











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	<p>(Signature) Division Superintendent</p> <p>_____</p> <p>(Signature) Coach</p> <p><b><u>EXTRACURRICULAR ACTIVITY SPONSORSHIP CONTRACT WITH SCHOOL PERSONNEL</u></b></p> <p>AGREEMENT, between the SCHOOL BOARD OF _____ (county, city, or town) ("School Board") and _____ ("Employee").</p> <p>The School Board and the Employee agree that the Employee will perform the following <u>extracurricular activity sponsorship assignment subject to the authority of the School Board, under the supervision and direction of the superintendent or designee, subject to the Code of Virginia and subject to the following conditions:</u></p> <ol style="list-style-type: none"> <li>1. "Extracurricular 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.</li> <li>2. The Employee shall perform such pertinent duties during the period of this assignment as are deemed necessary by the School Board and the superintendent or designee for the successful and efficient operation of the school system.</li> <li>3. The Employee shall comply with all applicable law, Virginia Board of Education regulations, School Board policies, and regulations of the superintendent now or hereafter in effect.</li> <li>4. This agreement may be terminated by either party with or without cause by providing reasonable notice in writing to the other party. Such reasonable notice may be set forth in the Special Covenants below.</li> <li>5. The School Board agrees to pay the Employee \$ _____ as compensation for the duration of this</li> </ol>		

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	<p><u>agreement, payable in accordance with established payroll procedures.</u>  <u>The Employee agrees and acknowledges that this employment does not qualify as service toward continuing contract eligibility, does not constitute teaching experience, and does not create any rights of any type in favor of the Employee other than the compensation referred to herein.</u>  <u>6. This agreement is for an extracurricular activity sponsorship assignment from _____ (month/day), 20___ to _____ (month/day), 20___, commencing _____ (month/day), 20___.</u>  <u>7. The School Board shall deduct from the monetary compensation all deductions required by law.</u>  <u>8. Termination of this agreement by either party shall not in itself constitute cause for termination of any separate teaching contract between the Employee and the School Board.</u>  <u>9. SPECIAL COVENANTS:</u>  <u>The parties agree that _____ days' notice is reasonable for termination of this agreement.</u>  <u>The parties agree to the terms of this contract effective this _____ day of _____, 20___.</u>              _____            (Signature)            Chairman of the Board              _____            (Signature)            Clerk of the Board              _____            (Signature)            Division Superintendent              _____            (Signature)            Employee</p> <p><b><u>APPENDIX B. LISTING OF ESSENTIAL CONTRACT ELEMENTS</u></b></p> <p><b><u>INTRODUCTORY STATEMENT</u></b>  <u>This list of essential contract elements satisfy the statutory requirement of a "form prescribed by the Board of Education" as required by § 22.1-302 of the Code of Virginia (1950) as amended. The text of the essential elements can be used by certain local school divisions who prefer to develop contracts specific to their circumstances or situations.</u></p>		



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	<p><b><u>COACHING AND EXTRACURRICULAR ACTIVITY SPONSORSHIP CONTRACTS</u></b>  <u>Any athletic coaching contract with school personnel shall, to the maximum extent possible, be written in clear and concise language easily understood by all parties, and include the following provisions:</u></p> <ul style="list-style-type: none"> <li>• <u>A statement identifying the names and titles of the parties to the contract.</u></li> <li>• <u>A statement of the duties to be performed under the contract.</u></li> <li>• <u>A statement of the amount of compensation due the Employee and the method of payment.</u></li> <li>• <u>A statement (or statements) of expectations of the Employee with regard to compliance with local, state, and/or federal statutes, regulations and constitutional provisions.</u></li> <li>• <u>A statement setting forth conditions for termination of the contract.</u></li> <li>• <u>A statement identifying the limitations on the use of the experience toward length of service, substitution for teaching experience and rights in favor of the Employee.</u></li> <li>• <u>A statement of the beginning date of service, the term, and the effective date of the contract.</u></li> <li>• <u>A statement of special covenants mutually agreed upon by the employer and Employee which form a basis for the contract.</u></li> </ul>		