

APPENDIX M.2

JOB SHARING APPLICATION

Please develop a plan that addresses each of the following (*refer to Article X*).

Hours: _____

Subjects/Daily Schedule: _____

Grading: _____

Behavior Management Plan: _____

Extra Duty Responsibilities: _____

Field Trips: _____

Faculty Meetings: _____

Parent Contact: _____

Workshops (example: opening day, ½ day, etc.) _____

Substitution: _____

Other Pertinent Information: _____

We, the undersigned, have mutually agreed to this plan.

Teacher

Date

Teacher

Date

Principal

Date

Submit application to the Human Resources Office by March 1. Response will be rendered within two weeks of receipt.

(Office Use Only)

APPROVED

DISAPPROVED

Signature

Date