

**MADISON COUNTY SCHOOLS
PART-TIME TEACHING AGREEMENT**

COMPLETED AND SIGNED FORM MUST ACCOMPANY PERSONNEL ACTION FOR ANY TEACHING POSITION THAT IS LESS THAN FULL-TIME. A CURRENT TEACHING SCHEDULE, SIGNED BY THE PRINCIPAL, MUST BE ATTACHED

I, _____ agree to work as a part-time teacher for the _____ school year at _____ School. I understand that my part-time employment is temporary for this school year and that tenure will not be granted in a part-time position. It is understood that prior to being granted tenure, a full-time position must be obtained.

I shall meet the certification requirements established by the State Board of Education to teach the grade or subject for which I am employed and shall comply with the provisions of Chapter 22A, Title 16, Code of Alabama 1975.

I understand that the hourly rate of pay shall be determined by placement on the local salary schedule, based upon verified public school experience and degree attained, using the calculation method as mandated by the Legislature. This rate will only be effective if I provide the school system a copy of my valid Alabama teaching certificate, applicable transcripts, and verification of public school experience.

I further understand that this rate of pay will apply only to the number of **actual hours spent teaching**, and that I will be eligible for prorated benefits – including retirement credit – as determined by the State Department of Education based on the number of hours employed.

I have attached a copy of my daily schedule, signed by the Principal. The schedule includes the titles of the courses I teach each period, grade levels of the students for each period, and a beginning/ending time for each class period.

I HAVE READ, UNDERSTAND, AND AGREE TO THE ABOVE REQUIREMENTS AND PROVISIONS.

Signature of Part-Time Teacher Date Social Security Number

Signature of Principal Date

CENTRAL OFFICE USE ONLY	
_____ Degree	_____ Part-Time Hourly Rate
_____ Years Public School Experience	_____ Teaching-hours per day
	_____ Teaching-days in Contract
	_____ Annual Salary
<input type="checkbox"/> APPROVED _____	
Director of Personnel	Date