

COUNTY OF GILMER  
STATE OF WEST VIRGINIA  
DEPARTMENT OF EDUCATION

CONTRACT OF EMPLOYMENT FOR SUBSTITUTE TEACHER

THIS CONTRACT OF EMPLOYMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_, by and between the Board of Education of the County of Gilmer, State of West Virginia (hereinafter called the Board), and \_\_\_\_\_ of \_\_\_\_\_  
Name of Employee Address of Employee  
(hereinafter called Substitute Teacher)

The Board approved the employment of said Substitute Teacher at its lawful meeting held \_\_\_\_\_ Date and made such action a part of its minute record.

This contract is subject to the following mutually agree upon terms and conditions:

1. The employee is placed on an approved list for the 19\_\_ - \_\_ school year as a day-to-day Substitute Teacher and may serve in this position when requested by the superintendent or his designee. This contract shall terminate at the end of the school year designated above. Unless granted by Board policy, the Substitute Teacher has no substantive or procedural rights to re-employment.

2. The Substitute Teacher agrees to perform all the duties of said position and employment, and agrees to observe and enforce the rules and regulations lawfully prescribed by legally constituted school authorities insofar as such rules and regulations may be applicable. The time, place and duration of employment will be determined by the superintendent or his designee.

3. The pay will be based upon training, classification, and experience of the Substitute Teacher and will be in accordance with the Substitute Teacher Salary Schedule adopted by the Board and shall be at least the salary prescribed by the West Virginia Code 18A-4-7 as follows:

"The pay of a substitute teacher shall not be less than eighty percent of the daily rate of the state basic salary paid to teachers: Provided, That any substitute teacher who teaches in excess of ten consecutive instructional days in the same position shall, thereafter, not be paid less than eighty percent of the daily rate of the state advanced salary based upon teaching experience: Provided, however, That any substitute who teaches in excess of thirty days in the same position shall be paid the daily rate of the advanced salary, within that teacher's county."

4. Appointment as a day-to-day Substitute Teacher carries no assurance that any stipulated number of days of employment shall be provided.

5. This contract shall be subject to any and all existing state laws, West Virginia Board of Education policies, the County Board of Education policies and such laws, policies, rules and regulations as may hereinafter be enacted or adopted.

6. This contract may be terminated by the Board at any time for just cause pursuant to the West Virginia Code 18A-2-8 or by mutual consent of the parties.

WITNESS the following signatures:

\_\_\_\_\_  
President, County Board of Education

\_\_\_\_\_  
Substitute Teacher

\_\_\_\_\_  
Social Security No.

\_\_\_\_\_  
Secretary, County Board of Education

OFFER OF EMPLOYMENT SHALL EXPIRE UNLESS SIGNED AND RETURNED ON OR BEFORE \_\_\_\_\_