

**NEWBERG SCHOOL DISTRICT 29J**

**JOB SHARE CONTRACT AND CONDITIONS  
(Licensed)**

The undersigned do hereby agree to the following conditions of job-share employment:

1. A shared teaching assignment is requested by \_\_\_\_\_  
and \_\_\_\_\_ (current teachers) in \_\_\_\_\_  
(grade or subject) at \_\_\_\_\_ (school).
2. This agreement is for the **2021-22** school year. This agreement shall be in effect for one year with no guarantee of continuation of the job-share program beyond the term of this agreement. Job sharing may continue, subject to annual review. When this agreement discontinues, the District will place teachers where needed.
3. Both teachers will have part-time status, receiving a prorated portion of their salary, including the increment, based on their salary schedule placement.
4. Each employee will receive holiday pay and leave on a prorated basis.
5. The teachers agree that the District will pay a prorated fringe benefits package in proportion to time worked.
6. Each teacher shall assume responsibility for a cooperative balance of teacher hours for the required duties of his/her portion of the school day and for his/her scheduled hours on designated teacher Workdays (Preparation/Grading Days). Each teacher shall also assume responsibility for maintenance of student records, inventories, and room appearance.
7. Both teachers shall participate in all staff meetings, parent-teacher conferences, school-sponsored evening activities, scheduled inservice days, and out-of-classroom activities such as field trips and excursions when such activities span both teachers' portion of the instructional day.
8. Both teachers will report student progress in their areas of instructional responsibility with a coordinated report for social aspects of grading.
9. Both teachers will plan and implement appropriate room arrangements and will cooperatively develop and maintain consistent classroom management standards.
10. The individual teacher will contact parents as problems arise. A conference between both teachers and the parent(s) will be scheduled when the problem is common to both teachers.

LICENSED JOB SHARE CONTRACT AND CONDITIONS (Continued)

- 11. Both teachers agree to substitute for the other whenever possible. Payment will be made at the individual teacher's hourly rate.
- 12. Job performance responsibility will comply with all policy and contractual stipulations.
- 13. Each teacher's half-time, full-year work will count one year toward contract status and one year toward seniority.
- 14. Both teachers acknowledge that the work they will be required to do under this contract such as dual appearance at meetings, conferences, and the like will not be compensated as extra work.
- 15. If either employee is unable to complete the job-share assignment, the District retains the right to assign the remaining employee to full-time responsibilities for the duration of this agreement.
- 16. The District will annually announce job-share application deadlines.
- 17. Specific Considerations:

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Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent/Designee: \_\_\_\_\_ Date: \_\_\_\_\_