

CONTRACTS continued

Appointments and Assignments

1. Teacher Contracts – The terms of the teacher’s contract are defined by Alaska State Law, Department of Education Regulations and by action of the Ketchikan Gateway Borough Board of Education.

The individual, one year teaching contract, signed by the employee and the School Board, is an agreement that the teacher will perform responsibilities on the days designated by the Board. To willfully refuse to do so is a violation of School Board directive, and may be considered grounds for dismissal.

- a) Initial Contract – Contract conditions are stipulated on the approved contract forms.
- b) Continuing Contract – All conditions must be in accordance with the regulations of the Alaska Department of Education and Early Development (DEED).

1. Employee Responsibility for Certification – The employee shall be responsible for furnishing a certificate to the Director of Human Resources prior to the first day of employment and, at the expiration of the certificate, for furnishing a renewal of certification. The employee also shall be responsible for obtaining the proper endorsements. The teacher contract may be voided if the proper certificate is not furnished.

No employee may receive any salary until furnishing a certificate, or applying for a certificate through DEED.

2. Orientation – The administration may conduct appropriate orientation sessions for all new employees and transferred employees.