

INTERVIEW/ PAYSCALE

7.3 Classroom teachers who directly participate in making recommendations for filling classroom positions shall be compensated based on his or her daily rate of pay, prorated to an hourly rate. The principal shall require the participating teachers keep a time sheet documenting the actual time spend on the recommendation process and shall verify the time sheets are accurate before submitting them. In no event shall a teacher be entitled to payment for more than two hours per position. However, if there are more than four qualified applicants for a single classroom teacher position who are selected for an interview by the hiring committee chair or single designee, the faculty senate members participating in the interviews may be compensated for an additional hour for actual time spent on the interview process for that position.

Payroll code for 2017-2018 school year: 11.00885.11111.112.LOC (interviews were after normal school hours and conducted after July 1, 2017)

Faculty Training: WVDE website, Educators, Resources (webtop)

Log in to Webtop, Training, Policy 5000 training

Faculty may be compensated for one hour to complete training

POST JOBS FOR A MINIMUM OF 5 WORKING DAYS

MAY NOT RECOMMEND ANYONE BEFORE THE CONCLUSION OF THE 5 DAYS

SHALL BE SELECTED WITHIN 30 WORKING DAYS OF THE END OF THE FIRST POSTING PERIOD