**Scotland County Schools**

**Beginning Teacher**

**Extra-Curricular Duties Request**

**Policy ID Number**: QP-A-004 **Policy Title**: Policies on the Initial Licensure Program (ILP) Current Policy Date: 02/05/2004

**4.30 Optimum Working Conditions for Beginning Teachers**

In order to provide beginning teachers optimal working conditions to develop their skills in the classroom, North Carolina policy strongly recommends that new teachers have no extra-curricular assignments unless requested in writing by the initially licensed teacher.

As used in these guidelines, the term non-instructional duties refer to those that are not directly involved with the instructional program or the implementation of the standard course of study. The term extracurricular activities refer to those activities performed by a teacher involving students that are outside the regular school day and not directly related to the instructional program. Examples would be: athletic coach, afterschool club sponsor.

**Beginning Teacher Request for Extracurricular Assignments**

**Employee Statement:**

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_acknowledge and understand the above described conditions.** Write a complete statement detailing specifics regarding your request for an extracurricular assignment:

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Beginning Teacher Signature Principal Signature

\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Date Date

(Please submit original to Karen Chavis, Director of Licensure and BT Support)