Stevens Point Area Public School District 1900 Polk Street Stevens Point, WI 54481

JOB SHARING APPLICATION and AGREEMENT

Employee Name	Proposed Hours				
Employee Name		Propos	oposed Hours		
Position to be Job Shared(effective for o	ne year)				
Building	Date Job Share	to begin			
Reason for the proposed Job Share_					
This application is:an initial	request OR _			_	
We agree to the terms and conditions of this Job	Share including, but	not limited to:	• • • • • • • • • • • • • • • • • • • •		
*Both teachers will equally share one full-time to cohesion and continuity in the classroom, with p		uding all of its duties	and responsibilities	while maintaining	
*Should one teacher vacate their part-time Job S back to a full-time position and assumed by the r teachers will be entered in the layoff pool or retu	remaining teacher.	Should the Job Share			
*All wages and benefits will be prorated on the b	pasis of the time wor	ked as a percentage	of a full-time equiva	alent position.	
*It is the responsibility of each teacher to notify substitute teacher.	the other colleague	of an absence so they	have the opportur	nity to act as a	
*Both teachers are expected to collaborate, keep and be willing to negotiate differences with your PLEASE SUBMIT YOUR REQUEST TO THE	colleague.			ng ideas and tasks	
Employee Signature	Date				
Employee Signature	Date				
FOR OFFICE USE ONLY					
Building Principal/Administrator Signature	Approved	Denied	Date		
Florence Haley, Director of Human Resources	Approved	Denied	Date	Updated 1-10-13	