

Calhoun County Schools
Professional Personnel
Extracurricular Assignment
Bid Sheet

Directions: Review guidelines on back of form and complete the following:

Name Current Position/Location

Assignment/Location Applying For Posting Number

1. What is your certification/licensure?

License Type	Endorsement Area(s)	Grade Level(s)
_____ Permit	_____	_____
_____ Authorization	_____	_____
_____ Certificate	_____	_____
_____ None	_____	_____

2. Do you have the required (if any) specialized training for the position?
___ Yes ___ No ___ N/A

3. If you are a current employee, what is your total amount of seniority?
_____ Year(s) _____ None

NOTE: Applicants not currently employed by the Calhoun County Board of Education must also complete a Calhoun County teacher application.

Signature Telephone/Email Date

Submit to Personnel Department prior to the end of the posting period.

Received in Personnel Office by _____ *Date* _____

The Calhoun County Board of Education does not discriminate on the basis of sex, race, color, religion, handicapping condition, age and national origin in employment practices.

Guidelines

- A. Any individual may apply for a professional personnel extracurricular assignment by completing the bid sheet (and teacher application if not currently employed by the Calhoun County Board of Education) and submitting to the personnel office prior to the end of the posting period. **NOTE: For coaching positions, the coaching bid sheet must be utilized.**

- B. Extracurricular assignments shall be filled pursuant to WV Code 18A-4-16.

- C. The determination for filling extracurricular assignments shall be based on the following criteria:
 - 1. Appropriate certification and/or licensure as/if specified in posting.
 - 2. Relevant specialized training if specified on the job posting.
 - 3. Total seniority as a regular Calhoun County employee pursuant to §18A-4-7a and §18A-4-7b. (Seniority is the length of time a current employee has been employed in Calhoun County on a regular basis.)
 - 4. Other measures or indicators upon which ability, skills, and knowledge of the applicant to carry-out the responsibilities of the position may be fairly judged.