

SCHOOL BOARD
Cody McElroy, Chairperson
Dr. Wes Campbell, Vice-Chairperson
Carol Caruso
Cheryl Redman
Mark Sturgill



DIVISION SUPERINTENDENT
Dr. Gina J. Wohlford
gwohlford@nortoncityschools.org
Phone 276.679.2330
Fax 276.679.4315

2021-22 Norton City Schools Contract Verification

Name: _____

INDEPENDENT WORK DAY (2 days scheduled between July 26 and August 2)

Date: _____ Time: _____ Date: _____ Time: _____

PARENT-TEACHER CONFERENCES (2 conferences scheduled)

Date: September 9, 2021 Date: February 10, 2022

SCHEDULED PROFESSIONAL DEVELOPMENT (2 days)

Date: August 2, 2021 Activity: Trauma Informed Initiative PD- Mathew Portell
Date: January 5, 2022 Activity: TBD (Afternoon training)

SCHEDULED WORK DAYS

Date: August 3, 2021 Date: May 23, 2022 Date: May 24, 2022

UNSCHEDULED PROFESSIONAL DEVELOPMENT DAY (2 days)

Date: _____ Description: _____

Date: _____ Description: _____

PRINCIPAL DAYS (9 days scheduled and approved by the principal)

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Date: _____ Activity: _____ Time: _____

Employee Signature: _____

APPROVED BY: _____, Principal Date: _____

_____, Superintendent Date: _____

TO BE completed by Coordinator of Licensure:

Employee is eligible for _____ licensure renewal points for the 21-22 school year.

Contract verification due to principal by May 24, 2022. Due to Superintendent May 31, 2022.

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Contract Verification

JI Burton High School & Norton Elementary and Middle School

During the 2021-2022 school year, twelve (12) days of contract verification will be required as part of the teacher’s contract. The following is a combined list of allocated days that can be used for this verification at JI Burton and NEMS. Credit will include classes, meetings, assignments and time clearly spent on projects approved by the Principal(s) that extend beyond the normal workday/school calendar.

UNSCHEDULED PROFESSIONAL DAYS (3 days required) 5 hours = 1 day

ASCD Workshop
Tech Splash Workshop
Celebration of Success
STEM Institute
Afterschool Workshops/ Division PD
Workshops, Conferences, Webinars (must extend outside of normal work day/school calendar) <i>PRESENTERS will be granted double time.</i>

PRINCIPAL DAYS (7 days required) *Must meet the approval of the Principal.* 5 hours = 1 day

Education Forum	2.5 hr.
Meet the Teacher Night/ 8 th Grade Orientation	2.5 hr.
Grade Level/Departmental Meetings (total of 5 for year)	5 hr.
Faculty Meetings (as scheduled by Principal)	5 hr.
Grant Writing (prior approval required)	2.5 hr. (per grant)
Parent Conference/ IEP meetings (prior approval)	1.25 hr. (each session)
School Board Meetings (prior approval required)	1.25 hr (each meeting)
Textbook training (new series)	hourly
Ticket taking duties	hourly
Fall Festival	5 hr.
Prom/Dances/Morning Mile	hourly
PTA meetings (NEMS)	hourly
“McTeacher” Night (NEMS)	2.5 hr.
Family Fun Night (NEMS)	hourly
Sports Mania (NEMS)	hourly
Afterschool Detention (NEMS)	1.25 (each session)
Baccalaureate (JIB)	hourly
Graduation (JIB)	hourly
Attendance to student activities outside of school day (prior approval required)	TBA
Bus Duty	2.5 hr
Special Committee Assignments by Principal	TBA

If days are not specified by NEMS or JIB, either school may use as Principal days.

PLEASE SUBMIT THE CONTRACT VERIFICATION FORM ON THE REVERSE SIDE BY MAY 24, 2022