



## Gulf Coast Academy of Science and Technology

10444 Tillery Road, Spring Hill, Florida 34608

Main: (352)688-5092

FAX: (352)688-5095

This document constitutes a legal employment agreement between the Gulf Coast Academy of Science and Technology, Inc. and:

Alt. Telephone#: None

DOB: 06/30/2009

SSN: 123-45-6789

Certificate#: 12345678

**Joe Q. Teacher**

228 Education Drive  
Spring Hill, Florida 34608  
(352) 555-1234

Period of Service: 198 Days (August 13, 2009 - June 14, 2010) 193 Work Days + Five Paid Holidays  
Salary: **\$36,450** (Last year was \$36,060)  
Salary Schedule: Payable bi-weekly in twenty-six equal installments of \$1,401.92  
Degree: BA - Science  
Position: Science Teacher, IBA8  
Certification: General Science (Grades 5-9)  
Days of Service: GCA will follow the Teacher Calendar adopted by the School Board of Hernando County with the following exceptions:  
1. Orientation Sunday, August 16, 2009, 8:30am—2:00pm  
Holidays: July 4, Sept 7, Nov 11, Nov 26, Dec 25, Jan 1, Jan 18, Feb 15, Apr 2, May 31  
Retirement Plan: Non-Matching 2% of Gross Salary Contributed to Simple IRA from earnings 7/1/09—12/31/09. Subsequent to 12/31/09 a Non-Matching 2% or Matching 3% (as determined by majority staff vote) Contribution to a Simple IRA from earnings 1/1/10 to Completion of this contract.)  
Health Insurance: GCA Group Contribution \$50 per pay period for coverage from July 1, 2009 - June 30, 2010  
Sick Days: 5 Personal/Sick Days during the contract period provided;  
Unused Sick Days Reimbursed at \$50.00 per day.  
Job Description: Duties and responsibilities as assigned by directors.  
Daily Hours Mon: 7:30AM through 4:00PM on Instructional and Staff Meeting Days (Mondays)  
Daily Hours TWR: 7:30AM through 3:30PM on Instructional Days (Tuesdays, Wednesdays, Thursdays)  
Daily Hours FRI: 7:30AM through 3:00PM on Instructional Days (Fridays)  
Daily Hours PD: 8:30AM through 4:00PM on Professional Days  
SAI: Supplemental Academic Instruction is paid at \$15.50 per hour, SAI must be pre-arranged with the directors.  
Lunch Supervision: Supervision for the students at lunch is to be provided on a rotational basis.  
Pre/Post Supervision: Supervision for the pre/post school time-period is to be provided on a rotational basis.  
Contractual Obligation: Must maintain Florida Teaching Certification (**Certificate Expires 06/30/2009**)

### Quarterly Requirements:

Each teacher will prepare a syllabus detailing the learning objectives for each academic quarter. These syllabi are due at least one week prior to the beginning of the quarter and must address the curriculum and discipline plan adopted by the directors. In addition to the syllabi, a quarterly week-by-week breakdown of the instructional plan complete with Sunshine State Standards, ESE/ESOL accommodations and/or modifications and learning objectives must be prepared using the prescribed format. Quarterly grades must portray an accurate representation of the student's skills developed during the course of instruction. Students that do not meet those instructional objectives as illustrated by a "D" or an "F" at the end of the quarter or on any progress report must be given a chance to reconcile their grade through additional instruction or remediation; parents must be notified of this arrangement. Quarterly grades and associated performance codes are due on the last day of the quarter. Quarterly integration at a minimum includes each teacher preparing at least two interdisciplinary units per academic quarter. Interdisciplinary units must correlate directly with the field activity program and one other instructional discipline.

**Weekly Requirements:**

Attendance at staff meetings is required. Staff meetings are held every Monday when school is in session and begin as early as 2:30 p.m. Student performance is to be assessed at least weekly; grades must be kept on the school computer network in the approved electronic format, grades must be updated by Wednesday of each week. Each teacher must provide after-school assistance to their students at least one day per week (excluding Mondays, and Fridays) for the purpose of grade remediation, homework assistance, and/or enrichment; from 2:30PM until 5:00PM payable at the SAI rate. Detailed lesson plans must be prepared using the prescribed format and submitted at least one week prior to presentation to the students. At least one hands-on (non-lecture based) activity must be included for each instructional week. Teachers are to prepare and maintain a website which details the weekly lessons along with the homework, project and testing schedule for their class. This website must be updated weekly prior to the Sunday electronic newsletter.

**Statutory Regulations:**

Upon signing this contract, the employee specified in this agreement (and signed below) shall be bound to serve as provided in Chapter 1012 (personnel) of the Florida Statutes and shall not be dismissed during the term of this contract except for just cause as determined by the Gulf Coast Academy governing board. This contract shall be deemed amended to comply with all applicable state and federal laws, all lawful rules of the State Board of Education, and all lawful rules/actions of the Gulf Coast Academy Governing Board. Staff members are also governed by the standards set forth by the State of Florida Professional Practices Commission and the Hernando County School Board Staff Handbook. Where there is a conflict between this contract and the staff handbook, this document shall prevail.

**Certification:**

Subject area and grade level certification is a GCA employment requirement for each core academic area: English, Mathematics, Science, and Social Studies. Instructional personnel holding a Florida Teaching Certificate must take the necessary measures to keep their certification in good standing with the State of Florida Department of Education. A certificate which is allowed to expire or lapse or is suspended or revoked will be just cause for this employment agreement to be declared null and void. If employment is terminated under this provision, the employee will be paid only for the actual days of service.

**FCAT Test Administration:**

Teachers are expected to act in the capacity of FCAT Test Administrators, attend training sessions, maintain test security, and sign the annual test security agreement. The FCAT test for the 2009 - 2010 school year is tentatively scheduled for March 9, 2010 through March 19, 2010.

**Executed as follows:**

I have read and agree to comply with the provisions written on both pages of this employment contract:

\_\_\_\_\_  
Gulf Coast Academy Governing Board, Chairperson

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date