

CLEVELAND METROPOLITAN SCHOOL DISTRICT

**REQUEST TO JOB SHARE**

RETURN TO: Human Resources Department, Room 500N, Administration Building

Two bargaining unit members may share one full-time teaching position. Job sharing partnerships are completely voluntary and must be formed no later than April 1 at 5:00pm to be implemented for the following school year. A written proposal detailing how the proposed job sharing arrangement will work must be attached. This proposal shall explain how the educational philosophies of the teachers are compatible and how they will share a full-time equivalent load of performance responsibilities for attendance and participation in meeting, etc. The requirements are more fully set forth in Article 23, Section 20.

**Note: By submitting this application and written proposal you are agreeing to all items listed under Article 23, Section 20 for Job Sharing.**

Position to be shared: \_\_\_\_\_

Teachers who wish to job share:

**Teacher 1:**

_____	_____
(Name)	(Social Security Number)
_____	_____
(Telephone Number)	% Percent of Time Job Sharing
_____	_____
(Days of the Week)	(Hours per Day)

Benefits are available on a pro-rata basis. I elect benefits \_\_\_\_ Yes \_\_\_\_ No (check one). Any difference between 100 % paid coverage and the pro-rata entitlement shall be paid by the teacher via payroll deduction.

_____	_____
(Teacher Signature)	(Date)

**Teacher 2:**

_____	_____
(Name)	(Social Security Number)
_____	_____
(Telephone Number)	% Percent of Time Job Sharing
_____	_____
(Days of the Week)	(Hours per Day)

Benefits are available on a pro-rata basis. I elect benefits \_\_\_\_ Yes \_\_\_\_ No (check one). Any difference between 100 % paid coverage and the pro-rata entitlement shall be paid by the teacher via payroll deduction.

_____	_____
(Teacher Signature)	(Date)

Signature of Appropriate Principal (s):

_____	_____
(Principal)	(Date)

_____	_____
(Superintendent)	(Chief Executive Officer)