



Application for Dual Teaching Arrangement

This application must be completed by the school principal to request consideration of a Dual Teaching Arrangement. The completed application must be submitted to the Human Resources Director for consideration. A dual teaching arrangement must be reapproved annually, and applications are due to the Human Resources Director by the first Friday in April. Approval is at the discretion of the Director of Schools.

CERTIFIED EMPLOYEE INFORMATION

Teacher 1:

Name: _____

Current Position/School: _____ **Years of Experience:** _____

Certification/Endorsement Areas: _____

Teacher 2:

Name: _____

Current Position/School: _____ **Years of Experience:** _____

Certification/Endorsement Areas: _____

PROPOSED ARRANGEMENT DETAILS

Grade/Subject for Dual Teaching Arrangement: _____

Proposed Start Date: _____

Requested Schedule (if applicable): _____

Example: Teacher 1 - M/W/F; Teacher 2 - T/Th

COORDINATION PLAN

The district will work with applicants to finalize the details of the arrangement, including expectations for planning, communication, and collaboration. Applicants should provide preliminary ideas below.

Instructional Responsibilities

Describe how instructional responsibilities will be shared (e.g., lesson planning, grading, etc.):

Parent and Staff Communication

Describe the proposed approach to maintain consistent communication with parents and other staff members:

Classroom Management

Describe any preliminary thoughts on managing classroom routines and discipline:

Professional Development and Collaboration

Indicate how you will ensure alignment and collaboration for professional growth and classroom goals:

Miscellaneous Information

Use this section to provide any additional information, special considerations, or unique circumstances regarding the Dual Teaching Arrangement proposal.

Principal Signature: _____

Date: _____