

**MEMO**

**TO: Tim Wyrosdick, Superintendent**

**School Board Members**

**FROM: Conni Carnley**

**DATE: April 4, 2019**

**RE: Conditional Contracts**

Attached is a copy of the revised Santa Rosa County District Schools Instructional Pre-Binder Contract that we have retitled as the Santa Rosa County District Schools Instructional Conditional Contract. The utilization of these contracts will enable administrators the ability to identify viable instructional candidates and offer them the possibility of employment based upon the criteria set forth in the contract. Examples of candidates that may be offered a conditional contract are student teachers, substitutes, and job fair attendees to name a few. The number of conditional contracts offered will not exceed the number of available vacancies.

It is requested that in the School Board Meeting on April 11, 2019 that you approve the offering of Santa Rosa County District Schools Instructional Conditional Contracts to acceptable candidates.



**INSTRUCTIONAL CONDITIONAL CONTRACT**

Name: \_\_\_\_\_ (referred to below as Teacher)

Address: \_\_\_\_\_  
Street City State Zip Code

( ) \_\_\_\_\_ \*Social Security No.: \_\_\_\_\_  
Area Code Phone Number

E-mail Address: \_\_\_\_\_ Alternative Contact: \_\_\_\_\_

Degree / Major: \_\_\_\_\_

Certification (if applicable): \_\_\_\_\_

Date of Availability for Employment: \_\_\_\_\_

The School Board of Santa Rosa County, Florida (“School Board”) wants to employ you as a classroom teacher for the 2019-2020 school year. The base salary for a beginning teacher is \$36076. **Upon verification of eligible employment experience or degree, additional salary credit may apply.** Benefits information is available at [www.santarosa.k12.fl.us](http://www.santarosa.k12.fl.us).

This offer is subject to the following terms and conditions:

1. The Teacher must provide evidence of eligibility through one of the following methods:
  - a. Official transcript with a minimum of a bachelor’s degree conferred indicating a major in an area of FLDOE recognized certification. OR
  - b. In addition to the transcript indicated a Bachelor’s Degree evidence of passing a subject area exam (SAE) with the Florida Department of Education (FLDOE).AND
  - c. Apply to FLDOEAND if applicable
  - d. Sign a Memo of Understanding (MOU) if hired to teach in an “Out-Of-Field” area.

**\*Social Security numbers are collected, and will only be used, in order to conduct background checks, and once hired, to process payroll/personnel action, employment benefits, and retirement benefits.**

2. Information on the application must be satisfactory to the Superintendent in order for him to continue to offer employment including satisfactory employment references, background, and work history check. The Teacher will be fingerprinted and drug tested and a satisfactory result is required in order to be employed.
3. This offer is conditional and employment is subject to approval and action by the Santa Rosa County School Board. Notwithstanding any other term or provision of this offer, the School Board shall be under no obligation to enter a contract with the Teacher unless and until all conditions of this offer have been fulfilled and the School Board has approved and authorized the Teacher’s employment. Execution of this offer by the personnel agent for the Superintendent constitutes an agreement by the Superintendent (after receipt of a recommendation from the interviewing principal) to recommend approval of Teacher’s employment to the School Board upon satisfaction of all conditions contained herein.

