

**Bertie County Schools**  
**Beginning Teacher Extracurricular Duties Waiver**

**School Year** \_\_\_\_\_

NC State Board of Education Policy [TCED-016](#) states that in an effort to ensure that beginning teachers have the opportunity to develop into capable teachers, the following working conditions are strongly recommended:

- assignment in the area of licensure;
- mentor assigned early, in the licensure area, and in close proximity;
- orientation that includes state, district, and school expectations;
- limited preparations;
- limited number of exceptional or difficult students; and
- limited non-instructional duties
- **no extracurricular assignments, unless requested in writing by the initially licensed teacher.**

As used in these guidelines, the term “non-instructional” duties refer to those that are not directly involved with the instructional program or the implementation of the standard course of study. Examples would be: bus duty, lunch duty, and hall duty.

**The term “extracurricular” activities refer to those activities performed by a teacher involving students that are outside the regular school day and not directly related to the instructional program. Examples would be: athletic coach, after school club sponsor, bus driver, school committee member or chair, etc.**

Beginning Teacher Request for **Extracurricular Assignments** Employee Statement:

I, \_\_\_\_\_, acknowledge and understand the above described conditions.  
Write a complete statement detailing specifics regarding your request for extracurricular assignment:

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BT Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_