

Pay Classification of Contracted Staff

In order to determine experience and placement on the salary scale for all teachers and administrators, Bristol Virginia Public Schools requires all newly employed teachers and administrators to utilize the Employment Verification and Request to Transfer Sick Leave Days Form.

It is the responsibility of the staff member to obtain the information required from prior employment to allow the Program Director of Human Resources to make a determination of relevant step placement.

No back pay will be provided in cases where it is later determined that an employee may have been placed on the incorrect step. The signature on any contract constitutes an agreement to the listed salary as it corresponds to the step or placement.

This regulation is effective as of October 1, 2019.

Approved by the school board on September 9, 2019.