

Faith Christian Co-op
Teacher Contract

_____ I agree to teach for the **2026-2027** school year for Faith Christian Co-op. Circumstances that arise such as the employee not adhering to Faith Christian Co-op standards, falsified information, not passing a background check, or the assigned class not reaching the required minimum, would release both parties from the contract.

_____ I have read and agree to the Code of Conduct and Statement of Faith by Faith Christian Co-op

_____ I understand that I am to be on time and prepared to teach the subject(s) for which I am accountable to teach as well as communicate weekly with parents about homework and tests if applicable. I understand that I am not the sole educator of my students, but I am coming alongside the parents to share my expertise in the subject. I will be providing grades for any academic class third grade and above. I will do what I can to share my passion for the subject and help my students understand the tasks/ content at hand in the way that they learn by using a variety of techniques.

_____I understand that I am responsible for getting my own sub and will do my best to secure a director-approved substitute. I understand that my paycheck will be docked in order to pay the substitute teacher. I will leave lesson plans or email them to the substitute. In the event of an unplanned absence, I will give the director “sick lesson plans” on the first day so they can have all they need to give students related busy work or YouTube video ideas. If there is an excessive amount of teacher absences, Faith Christian has the right to dismiss the teacher from his or her position.

_____ I understand that every email is to be sent to the parent but a student’s email may be included as well. Within the weekly communication, I will include homework or take-home tests if applicable and a short summary of what was taught or worked on in class. This may include pictures of the students ONLY IF the student's parent signed the photo/video/ social media release waiver. This can be a place where you communicate reminders, wish them a Happy Birthday, or a note of enouragement, etc. All homework or tests are due on Mondays!. Feel free to post kid-friendly links as well

that might pertain to what you are learning in class. You MUST PREVIEW any link to make sure it's clean/ commercials too.

_____ I understand that I am an example for these students in and out of class. I am aware that what I post on social media will most likely be seen by parents and students alike and will do my best to represent Christ.

_____ I understand that I am responsible for setting up and taking down tables and chairs as needed. I am responsible for maintaining an orderly clean space. As I leave, I will make sure the board is erased if applicable and all media is turned off and any borrowed items are returned to their proper location. I will ensure any trash on the tables and on the floor is put into the trash can before I leave. If my class painted, dissected an animal, or made a huge mess on the floor, I will take necessary measures to leave the next teacher a clean space whether I need to wipe tables and vacuum or sweep in the case of large messes. If my class is the last class in a specific room, MY STUDENTS and I will wipe down tables, turn off monitors, return borrowed items, erase whiteboards, vacuum or sweep the floor. Also, you or a student will take the trash bag out and tie it in a knot and take it to the end of the hall and put it into the large trash bag and grab a replacement liner.

_____ If my students are second grade or younger, I will make sure my students head to their next class, drop them off downstairs at study session, or make sure mom has them.

_____I will handle any conflict with grace striving for unity by not participating in gossip and maintaining a Christ- like community.

_____ I will notify the director of any head injury, or any major injury that occurred on campus and fill out an injury form provided by the director.

_____I will make the parent and/ or directors aware via email of any troublesome behavior, excessive missed assignments, absences, or tardiness, and failing grades. Any of the above may result in a student being dismissed from the class as they are taking the spot of a student who will put forth the effort.

_____ I will hold the students accountable to wear their nametag, not have a cell phone, and adhere to dress code. I will call out behavior that does not adhere to Biblical principles in order to protect the Christ-like culture of Faith Christian Co-op. Any student participating in behavior such as bullying ,outright disrespect, sexual implications, or any of the sort would need to speak with a director and the parent.

_____ I will not disclose any personal information regarding my student or his or her family unless it falls under the Mandated Reporter policy.

_____I will never email just a student as I will always include the parent on the email. If the email is sensitive, I will BCC the director as well.

_____ I will notify a director of any issue in a timely manner that cannot be solved with a parent or student.

_____ I will maintain professionalism and I will not find myself alone with a student with the door shut as to protect any misconceptions. If a student is needing assistance with bathrooming, please leave the door cracked or ask the help of another mom. If a potty accident occurs, I will call/text the director to get the mom to come handle it.

_____ I understand that anything purchased by Faith Christian Co-op that can be used again such as books, curriculum, toys, activities, lab trays, microscopes, etc., belongs to Faith Christian Co-op if not consumable.

_____ I understand that I am a mandated reporter and adhere to the Children's Protective Act and I will watch and complete the training prior to the start date**. Watch at the mandatory teacher meeting**

_____I will complete the background check. **This will be emailed separately.**

_____ I agree to teach the following classes at the following rate at scheduled time on Mondays and Wednesdays during the **2026-2027** school year at Faith Christian Co-op LLC

_____($ /class)
_____($ /class)
_____($ / class)
_____($ /class)

SIGNATURE _____ DATE_____
DIRECTOR SIGNATURE_____ DATE _____