

**Marion County Board of Education  
1516 Mary Lou Retton  
Fairmont, WV 26554**

TO: Qualified Personnel  
FROM: Andy Neptune, Administrative Assistant  
SUBJECT: VACANCIES  
DATE: October 11, 2017

The following extended work day aide positions are being considered for the 2017-18 school year only as needed:

East Fairmont Middle:	Bus Duty/Student Assistance	105 minutes	S17 10 11 06
	Bus Duty/Student Assistance	90 minutes	S17 10 11 07
	Medical Needs	90 minutes	S17 10 11 08
	Bus Duty/Student Assistance	120 minutes	S17 10 11 09
Fairmont Senior High:	Student Assistance	60 minutes	S17 10 11 10
	Bus Duty/Student Assistance	30 minutes	S17 10 11 11

Compensation: Extended workday aides shall be compensated at the rate of \$15.00 per hour for extracurricular duties performed as an extended workday aide.

Job Description: The duties and responsibilities of extended workday aides shall be in accordance with the definitions with the Aide classification category, as set forth in WV Code 18A-4-8, as assigned by the principal or classroom teacher.

Qualifications: Current classification as an aide.

Period of Employment: 2017-18 school year only, as needed.

NOTE: In the event the employee is unable, for any reason, to perform the duties and responsibilities of the extracurricular assignment for any period, the aforesaid level of compensation shall be suspended during such periods. In the event schools are closed or subject to delayed starting times or early ending times, the duties of the extended workday aide are not required, compensation shall be suspended on such days.

In the event the employee is subject to a suspension or termination relative to their regular employment with the Board, their agreement will be suspended or terminated, as the case may be, without separate notice or additional proceedings.

**Posting numbers MUST be on all vacancy forms.**

Appointment will be made in accordance with West Virginia school law. Therefore, priority consideration will be given to those persons presently employed by Marion County Schools. Anyone interested in applying for the vacancies as posted, should submit an Application for Vacancy form to the Personnel Office, Marion County Schools, 1516 Mary Lou Retton Drive, Fairmont, WV 26554. All applications must be received by 4:00 p.m. on October 17, 2017.

*"No person in the United States shall, on the grounds of race, color or national origin, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*