

BURBANK UNIFIED SCHOOL DISTRICT
Human Resources Services
March 1, 2024

OPENINGS FOR SECONDARY SUMMER SCHOOL PROGRAM

****Classes are to be taught in-person and open only to current BUSD Employees****

SECONDARY SUMMER SCHOOL PLANS

We are planning to offer a very limited in-person secondary summer program this year.
The high school programs will be at Burbank High School.

If selected, you will be informed, via your district email, of your assignment.

All necessary information will be covered in your first workday.

APPLICATION

Application forms may be obtained from the Human Resources page of the District website or from your site office manager via email.

Interested candidates must return the application to Connie Trimble, Certificated HR Analyst, at connietrimble@burbankusd.org no later than **0 R Q G D r M a , 2024 at 5:00 p.m.**

Secondary Summer Programs at Burbank High School

Thursday, May 30th is a pre-workday for teachers

On-site duty time for staff at secondary level: 7:30 a.m. – 1:30 p.m.

QUALIFICATIONS AND SELECTION PROCEDURE

The following will be considered in recommending teachers for summer school teaching positions:

- Permanent and probationary District employees will be considered for summer school positions before other candidates are considered.
- Basis for selection will be the following criteria in priority order per the BTA contract: 1. Seniority 2. Experience 3. Education 4. Performance