

Tyler County Schools  
P.O. Box 25  
Middlebourne, WV 26149

**Posting Reference #19-790**  
**ATTENTION: ALL PERSONNEL**  
**NOTICE OF VACANCY**

- POSITION:** Summer Painters – Contracted Positions
- LOCATION:** Countywide as assigned by the Director of Transportation and Maintenance
- NUMBER TO BE EMPLOYED:** A maximum of ten (10) summer painters will be employed. A supplemental posting may be required to complete the scope of the work to be completed.
- ORDER OF CONSIDERATION:** See the attached *Order of Consideration*
- POSTING DATE:** April 16, 2024
- DEADLINE FOR APPLICATION:** April 22, 2024 at 3:00 p.m.
- QUALIFICATIONS:**
1. Service Personnel with prior seniority as a summer painter in Tyler County will be given first priority, then;
  2. Current full-time service employees of Tyler County Schools;
  3. Current substitute employees classified as substitute painters; then,
  4. Current substitute service personnel in other service personnel classifications, then;
  5. Professional candidates and candidates not currently employed by Tyler County Schools under particular conditions and circumstances.
  6. **All candidates must pass the Painter’s competency test prior to being employed in these positions.**

**Continued on the next page.**

- RESPONSIBILITIES:**
1. Perform the duties of painter per the attached job description.
  2. Perform work as directed by the Director of Transportation and Maintenance and the building principal(s).

**TERMS OF EMPLOYMENT:** Beginning July 1, 2024 and ending July 31, 2024, **July 4 is excluded from this contract as unpaid day off.** The scope of work planned will not exceed 1800 work hours. Work days will be Monday – Friday with hours as mutually agreed among the painters, the Director of Transportation and Maintenance, the Clerk of the Works and the building principal, and recorded on the employee’s time sheet.

Summer painters who sign a contract to paint in the summer will be expected to paint during the dates specified in the contract. Summer painters who are also bus operators will not be excused from painting to complete occasional extra-curricular bus runs.

Summer Painters may use earned accumulated leave (with or without cause leave, i.e. sick or personal leave) during the dates specified in the contract. Days when earned leave is used will count as a day worked for summer seniority purposes and qualify for payment as a day worked.

Summer Painters may not use earned leave to work in any other paid capacity for the school system when under contract as a Summer Painter.

## **COMPENSATION**

Daily rate of pay will be based on the Classified Service Personnel salary schedule daily rate for each day worked under the contract, July 1 – July 31, 2024,

**July 4 is excluded from this contract as unpaid day off.**

## **CONTINGENCY:**

If less than ten (10) summer painters are employed, a second posting for additional dates will be posted to complete the scope of work. At no time will additional days be available beyond the contract terms specified by this or subsequent postings. Contract extensions will not be offered without successfully bidding on subsequent posted positions.

## **PROCEDURES FOR APPLICATION:**

All applicants must:

- 1.) Complete a [Service Personnel Position Bid Form](#) that must be received prior to the deadline for application. Bid forms are available at each school, at the board of education office, and online at [www.tylercountypublicschools.com](http://www.tylercountypublicschools.com). Bid forms should be mailed, hand-delivered, or e-mailed to:

Tricia Feldmeier, Director of Human Resources  
Tyler County Schools  
P.O. Box 25  
Middlebourne, WV 26149  
e-mail: [patricia.feldmeier@k12.wv.us](mailto:patricia.feldmeier@k12.wv.us)

- 2.) Applications from individuals who are not currently employed by the Board of Education will only be considered if an insufficient number of qualified current employees submit a bid for employment as a Summer Painter.

### **Directions to apply through our district website:**

1. Go to <http://www.tylercountypublicschools.com>
2. Go to Employment
3. Click Application Documents
4. Complete the Universal Application, Bid Form, Reference Forms, and Disclosure Information

## **Tyler County Employees must complete the Bid Form only**

### **EQUAL EMPLOYMENT OPPORTUNITY:**

Equal employment opportunity will be granted to all persons regardless of race, religion, color, sex, national origin, or handicapping conditions and no discrimination based upon such factors will be made in the salary, demotion, transfer, or termination of any employee.

### **Job Description**

#### **SUMMER PAINTER**

1. Be aware of, and adhere to accepted practices for working safely on ladders and scaffolding.
2. Properly prepare wood, concrete, other masonry, and metal surfaces for finish painting.
3. Fill holes and cracks in surfaces to be painted.
4. Apply the appropriate primer to surfaces as necessary.
5. Apply finish coat of paint and / or stain to wood, plaster, concrete, other masonry, or metal surfaces as required.
6. Apply stain / varnish / polyurethane, etc. to wood surfaces as needed.
7. Use drop cloths to cover equipment, furnishings, and other materials adjacent to areas being painted to avoid over-spray, splatter or, drips.
8. Properly clean work area at the end of each shift to assure safety of those using the building.
9. Properly clean paint applicators and store paint at the end of each shift.

### **Evaluation**

Evaluation will be completed as necessary by the Director of Transportation and Maintenance, or the building principal, or both.

# ORDER OF CONSIDERATION

## Special Summer Seniority Note:

“An employee who was employed in any service personnel job or position during the previous summer shall have the option of retaining the job or position if the job or position exists during any succeeding summer.”

Source: West Virginia Code 18-5-39

According to WV Code §18A-4-8b, amended and passed by the Legislature on April 11, 2009, effective on July 10, 2009, any job openings for school service personnel shall be filled based on seniority, qualifications, and evaluations of past service in the following order:

1. Regularly employed service personnel who hold a classification title within the classification category of the vacancy;
2. Service personnel on the preferred recall list who have held a classification title within the classification category of the vacancy;
3. Regularly employed service personnel who do **not** hold a classification title within the classification category of the vacancy;
4. Service personnel on the preferred recall list who have **not** held a classification title within the same classification category as the vacancy;
5. Substitute service personnel who hold a classification title within the same classification category as the vacancy;
6. Substitute service personnel who do **not** hold a classification title within the same classification category as the vacancy; and
7. New service personnel.

WV Code §18-A-4-8b = Qualifications shall mean that the applicant holds a classification title in his or her category of employment and must be given first opportunity for promotion and filling vacancies.

\* Employees placed upon preferred recall list as a result of a Reduction in Force (RIF) shall be recalled to any position opening by the County Board within classification(s) where they had previously been employed, or to any lateral position for which the employee is qualified or to a lateral area for which an employee has certification and / or licensure.

WV Code §18A-4-8g = Service personnel who are employed in a classification category at the time when a vacancy is posted in the same classification category of employment shall be given first opportunity to fill such vacancy.

*Seniority acquired within different classification categories shall be calculated separately, that when a school service employee makes application for a position outside of the classification currently held, if the vacancy is not filled by an applicant within the classification category of the vacancy, the applicant shall combine all regular employment seniority acquired for the purpose of bidding on the position.*

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DISCRIMINATION PROHIBITED: The Tyler County Board of Education does not discriminate on the basis of sex, race, color, religion, handicapping condition, age, and national origin in employment and in the administration of any of its education programs and activities. Inquiries may be directed to Tricia Feldmeier, Title IX Coordinator, Tyler County Board of Education, P.O. Box 25, Middlebourne, WV 26149, telephone number 304-758-2145; or to Melinda Walton, Section 504 Coordinator, Tyler County Board of Education, P.O. Box 25, Middlebourne, WV 26149, telephone number 304-758-2145, or to the U.S. Department of Education's Director of the Office for Civil Rights, telephone 215-596-6795.