

EMPLOYMENT CONTRACT

The Board of Education requires for the mutual protection of each regularly employed nontenured, noninstructional staff member and for the district, that each such employee be required to sign an annual contract.

Each newly employed non-certificated employee shall serve a probationary period of 90 calendar days during which time he/she shall be subject to discharge without notice and not be eligible for any vacation pay.

During the probationary period, time off without pay for any reason shall not count toward completion of said probationary period.

Each employment contract shall specify the salary at which the person is employed, the intervals at which the salary will be paid and a provision for termination of contract on sixty (60) days notice duly given.

In order for an employee to receive a salary increment after July 1 of the following year, 10 month employees must be hired prior to February 1; 11 and 12 month employees must be hired prior to January 1.

Should an employee terminate without giving the contractually specified notice, he/she shall be paid only for the days worked.

Adopted: December 10, 1984
Revised: April 19, 1993
Renumbered: 07/12/04 (4124)