

SUGAR VALLEY RURAL CHARTER SCHOOL

POLICY NUMBER: 302
SECTION: EMPLOYEES
TITLE: **EMPLOYEE CONTRACT**
DATE ADOPTED: NOVEMBER 2008
DATE LAST REVISED:

EMPLOYEE CONTRACT

PURPOSE

Professional employees and temporary professional employees must have an employment contract that is in conformance with the School Code.

AUTHORITY

The Board has the authority under law to prescribe employment conditions for the personnel of Sugar Valley Rural Charter School

It shall be the policy of SVRCS that all professional and temporary professional employees execute a contract upon employment, which shall be reviewed and revised annually.

GUIDELINES

The contract shall specify those matters contained in statute for professional and temporary professional employees. For part-time professional employees, the contract or Board resolution shall be in accordance with this policy.

The contract or resolution shall include:

1. Beginning compensation.
2. Term of employment and work period for which compensation will be paid.
3. Statement of fringe benefits entitlement.

Willful misrepresentation of facts material to employment and determination of salary level shall be considered cause for disciplinary action or dismissal of the employee.

The Board shall be notified promptly of any misunderstanding arising from application of a given contract or any error in salary paid to the employee.

REFERENCES:

SC 1106, 1121, 1146