

SUPPORT STAFF WORK AGREEMENTS

The board may enter into written work agreements with support staff employed on a regular basis. The work agreement will state the terms of employment.

Each work agreement shall include a 2-week cancellation clause. Either the employee or the board must give notice of the intent to cancel the contract at the end of 14 days. This notice will not be required when the employee is terminated during a probationary period or for cause.

Support staff shall receive a job description stating the specific performance responsibilities of their position.

Cross Reference: 412 Support Staff - General
 413.01 Support Staff Compensation
 413.02 Support Staff Wage and Overtime Compensation
 414 Support Staff Termination of Employment

Approved 8-15-05 Reviewed _____ Revised _____