

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES
TITLE: EMPLOYMENT CONTRACT
ADOPTED: April 28, 2004
REVISED:

508. EMPLOYMENT CONTRACT	
1. Purpose	For the mutual benefit and protection of each regularly employed classified staff member and the district, a contract or Board resolution shall state the specifics of employment.
2. Authority SC 510	The Board has the authority under law to prescribe employment conditions for the personnel of the school district.
3. Guidelines	<p>Willful misrepresentation of facts material to the employment and determination of salary level shall be considered cause for disciplinary action or dismissal of the employee.</p> <p>An employment contract or resolution may specify:</p> <ol style="list-style-type: none">1. Salary at which the person is employed.2. Intervals at which salary will be paid.3. Conditions and length of the probationary period.4. Provision for termination of contract on notice duly given, following the successful completion of the probationary period.5. Other matters necessary for a full and complete understanding of the contract or resolution. <p>Each newly employed classified employee shall serve a probationary period of sixty (60) days.</p> <p>The terms of an applicable collective bargaining agreement may supersede the specifics of an individual employee contract.</p>

508. EMPLOYMENT CONTRACT - Pg. 2

<p>School Code 510</p>	<p>Should an employee terminate without giving the contractually specified notice, s/he shall be paid only for the days worked.</p> <p>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.</p>
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