

## **Policy #4125**

### **TERMS AND CONDITIONS OF EMPLOYMENT FOR CERTAIN EMPLOYEES**

All employees who are not covered by a collective bargaining agreement or contract shall receive terms and conditions of employment as set forth in letter agreements which shall be first approved by the Board of Education prior to the extension of an offer to the employee.

Such terms and conditions shall include salary, paid holidays, vacations, sick leave, personal days, bereavement time, and all other non-salary terms which may, from time to time, be changed at the discretion of the Board. The salary for said employees shall be established annually by the Board of Education.

First Reading: July 5, 2016

Adopted: August 2, 2016