



## DISCLAIMER

Nothing in this 2012-2013 handbook or in any policy manual of Richland County School District One constitutes or creates an express or implied contract of employment; rather, this handbook should be understood as a brief description of the benefits offered by Richland County School District One and an overview of its policies and rules. This handbook supersedes all previous handbooks or other documents that address the same subject matter as the policies and rules contained in this handbook. In addition, this handbook can be modified or altered at any time by Richland County School District One. Since the 2002-2003 school year, Board policies have appeared on the Internet. Any points that need clarification should be directed to the Office of Human Resource Services. The school district reserves the right, at its discretion, to make changes or exceptions to statements in this handbook consistent with approved policies and procedures and legal requirements. The Board of School Commissioners may elect to modify or make exceptions to the policy manual at any time.

I understand that the district's 2012-2013 handbook and policy manual are not contracts.

Employee's Name (Print) \_\_\_\_\_

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_

### **An Equal Opportunity and Affirmative Action Employer**

Richland County School District One does not discriminate on the basis of race, religion, color, national origin, sex, age or handicap. For further details, see Board Policy AC.

### **Americans with Disabilities Act (ADA)**

There are no obligations to disclose information about any personal limitations. However, if there are any accommodations for which an employee or applicant feels entitlement under the Americans with Disabilities Act, please address requests in writing to the chief human resources officer.