4600 PERSONNEL HANDBOOK

The Board of Trustees will approve a Personnel Handbook that will include terms and conditions of employment for school staff members. The Personnel Handbook will be developed by the administrative staff and recommended to the Board for approval by the Head of School.

The Board will adopt the Personnel Handbook at its Annual Reorganization Meeting and the provisions outlined in the Personnel Handbook shall be in effect for the subsequent school year, July 1 through June 30.

The Board may only make revisions to the Personnel Handbook during the school year in which the provisions are in effect upon the recommendation of the Head of School.

Adopted: