

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: EMPLOYMENT CONTRACT

ADOPTED: May 17, 2007

REVISED:

EASTON AREA SCHOOL DISTRICT

	308. EMPLOYMENT CONTRACT
1. Purpose SC 1121	Administrative employees who are certificated and covered by tenure law must have an employment contract or Board resolution that is in conformance with the School Code. Noncertificated and nontenured administrative employees may be covered by an employment contract or Board resolution that sets forth certain elements considered essential.
2. Authority SC 1106 SC 1121	The Board has the authority under law to prescribe employment conditions for district personnel. It shall be the policy of this school district that all tenured and certificated administrative employees execute an employment contract upon employment, which shall automatically renew itself each year unless one of the parties gives written notice sixty (60) days prior to its expiration that it will not be renewed.
3. Guidelines SC 1121	Noncertificated administrative employees shall be employed through a contract or Board resolution which sets forth the full conditions of employment. The contract shall specify those matters contained in statute for certificated administrative employees, consistent with this policy. For noncertificated administrative employees, the contract or Board resolution shall be in accordance with this policy. Willful misrepresentation of facts material to employment and determination of salary shall be considered cause for dismissal of the employee. The Board shall be notified promptly of any misunderstanding arising from the application of a given contract or resolution, or any error in salary paid to the employee.
School Code 1106, 1121	