

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EMPLOYMENT CONTRACT

ADOPTED: December 16, 2004

REVISED: August 17, 2006

408. EMPLOYMENT CONTRACT	
1. Purpose	Professional employees and temporary professional employees must have an employment contract that is in conformance with the School Code.
2. Authority SC 1850.1 SC 1121	The Joint Operating Committee has the authority under law to prescribe employment conditions for the personnel employed by the school. It shall be the policy of the school that all professional and temporary professional employees execute a 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.
Pol. 413	Nontenured employees, upon reaching the status of tenure, shall be required to execute a new contract.
3. Guidelines SC 1121, 1146	The contract shall specify those matters contained in statute for professional and temporary professional employees. For part-time professional employees, the contract or Joint Operating Committee resolution shall be in accordance with this policy. The contract or resolution shall include the beginning compensation and the term of employment and work period for which compensation will be paid. The terms of a collective bargaining agreement may supersede the specifics of an individual employee contract. Willful misrepresentation of facts material to employment and determination of salary level shall be considered cause for dismissal of the employee. The Joint Operating Committee shall be notified promptly of any misunderstanding arising from application of a given contract or any error in salary paid to the employee.

408. EMPLOYMENT CONTRACT - Pg. 2

School Code 1121, 1146, 1850.1 Joint Operating Committee Policy 413	
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