

Infinity Charter School

SECTION: PROFESSIONAL STAFF

**TITLE: EMPLOYMENT
CONTRACTS**

APPROVED: January 25, 2004

408. EMPLOYMENT CONTRACTS

Purpose:

Professional employees and temporary professional employees have an employment contract that is in conformance with the School Code. This policy establishes considerations for these categories.

Authority

The Board has the authority under law to prescribe employment conditions for the personnel of the school district. Willful misrepresentation of facts material to employment and determination of salary level shall be considered cause for disciplinary action or dismissal of the employee.

Guidelines

It shall be the policy of this school that all professional and temporary professional employees shall execute an employment contract.

The contract shall specify those matters contained in statute for professional and temporary professional employees. For part-time employees of a professional category, the contract or Board resolution shall be in accordance with this policy.

The contract or resolution shall include:

1. The beginning compensation
2. Term of employment and work period for which compensation will be paid.
3. A statement of seniority rights, if any.

The terms of a collective bargaining agreement, if it exists, may supersede the specifics of an individual employee contract in certain areas of conditions of employment.

The following guidelines are to be followed in the resolution of problems concerning the application of contracts:

1. The Board shall be promptly notified of any controversy that arises regarding any error in the salary paid to any employee.
2. The Board shall be notified of any misunderstanding arising from the application of a given contract.