



Section ADMINISTRATIVE EMPLOYES

Title EMPLOYMENT CONTRACT

LACKAWANNA TRAIL SCHOOL DISTRICT

Adopted

Revised

Lackawanna Trail School District

	308. EMPLOYMENT CONTRACT		1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44
1. Purpose	Administrative employes who are certificated and who are covered by tenure law must have an employment contract that is in conformance with the School Code. Non-certificated and non-tenured administrative employes are generally covered by an employment contract that sets forth certain elements considered essential to such contracts. This policy establishes considerations for both categories.	SC 1121	
2. 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 the employment and determination of salary level shall be considered cause for disciplinary action or dismissal of the employe.		
3. Guidelines	<p>It shall be the policy of this school district that all administrative employes shall execute an employment contract upon employment.</p> <p>The contract shall specify those matters contained in statute for certificated administrative employes and other conditions consistent with this policy. For non-certificated administrative employes the contract or Board resolution shall be in accordance with this policy. This policy shall apply equally to part-time and full-time administrative employes.</p>	SC 1121	
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The contract or resolution shall include the beginning compensation, term of employment and work period for which compensation will be paid, and a statement of fringe benefits entitlement, and a statement of seniority rights, if any.

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

The Board shall be promptly notified of any controversy that arises regarding any error in the salary paid to any employe.

The Board shall be notified of any misunderstanding arising from the application of a given contract.

School Code

SC 1121
1178

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