

PENN MANOR SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: EMPLOYMENT CONTRACT/
BOARD RESOLUTION

ADOPTED: September 13, 2010

REVISED:

	308. EMPLOYMENT CONTRACT/BOARD RESOLUTION
1. Authority SC 406, 510, 1089, 1109.2, 1121	The Board has the authority under law to prescribe employment conditions for district personnel.
SC 1121	The Board directs that certificated and tenured administrative and professional employees shall sign an employment contract upon employment, which shall continue in force unless terminated by the employee by written resignation presented sixty (60) days in advance or terminated by the Board in accordance with law. The contract shall specify those issues required by law.
SC 1108 Pol. 313	The Board directs that temporary professional employees, upon attaining tenure status, shall sign a contract for professional employees.
SC 510, 1089	The Board directs that noncertificated administrative and support employees shall be employed through a contract or Board resolution, which may include: 1. Salary at which the individual is employed. 2. Intervals at which salary will be paid. 3. Conditions and length of the probationary period. 4. Provision for termination of contract, on notice duly given. 5. Other information necessary for a full and complete understanding of the contract or resolution. 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.

	Willful misrepresentation of facts material to employment and determination of salary shall be considered cause for dismissal of the employee. The terms of a collective bargaining agreement may supersede the specifics of an individual employee contract or Board resolution. References: School Code – 24 P.S. Sec. 406, 510, 1089, 1108, 1109.2, 1121 Board Policy – 313
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