

Policy

Section 4-13 Employment Agreement

Employment Agreements will be issued to 9 and 10-month Child Development Center Directors, Academic Affairs Faculty, and Theodore Jamerson Elementary School Staff by April 30th of the Academic Year.

Employment Agreements identify start date, end date, category, classification, term of employment, position title, department, and compensation for the next Academic Year.

Employment Agreements must be signed and returned to the Human Resources Department no later than 5:00 p.m. every May 15th. If May 15th falls on a weekend, the deadline will be on the closest work day. Failure to meet the deadline will result in voluntary resignation.

Updated 03-06-2017