

Rolling Hills Public Charter School

PERSONNEL

5710F1

Teachers Aides/Paraeducators Employment Contract

Employee Information

Soc. Sec. # _____ - _____ - _____

Current Date: _____

Name: _____ Email: _____
Last, First Middle

Address: _____
Street City State Zip

Home Phone: _____ Cell Phone: _____

Background check received: Yes ___ No ___ Date received: _____

Assignment

Position Assignment: _____ Assigned Weekly Hours: _____

Rolling Hills Public Charter School hereby employs _____ for the duration of the _____ school year, beginning _____ and ending _____, and agrees to pay the Employee for said services _____ \$ / hr. , payable on the _____ day of the month.

Benefits: None ___ As specified: _____

Name of Supervisor(s): Principal & Teacher

Terms and conditions: RHPCS will pay up to the number of hours specified above and employee will not work over said number of hours. No overtime is authorized for any classified employee without the specific prior approval of the Principal and Governing Board. Employee agrees to follow instructions given him/her for the Title I EA position by the supervisor and grade teacher, and performance will be evaluated at least once a year. Employee will be asked to attend an in-service training before the beginning of the school year. Employee must show proof of education or highly qualified test approval before being hired, per policy #5710. EA's may be asked to substitute, the pay for which will be at the board-approved hourly rate for the school year.

Employee hereby accepts the employment upon the terms and conditions set forth. Employee understands that employment at Rolling Hills is "at will" and, therefore, either party may terminate the contract with or without cause. Employee is expected to give two week's notice before terminating.

Employee Signature

School Administrator/Supervisor's Signature

Board Chair Signature

Date

Policy History:

Adopted on: 8/30/2012