

CLASSIFIED EMPLOYEE CONTRACTS

The board may enter into written contracts with classified employees employed on a regular basis. The contract will state the terms of employment.

Each contract will include a 14 day cancellation clause. Either the employee or the board must give notice of the intent to cancel the contract at the end of 14 days. This notice will not be required when the employee is terminated during a probationary period or for cause.

Classified employees will receive a job description stating the specific performance responsibilities of their position.

It is the responsibility of the superintendent to draw up and process the classified employee contracts and present them to the board for approval

Legal Reference: Iowa Code §§ 20; 279.7A; 285.5(9).

	I.C. Iowa Code	Description
Iowa Code § 20		<u>Collective Bargaining</u>
Iowa Code § 279.7A		<u>Directors - Powers and Duties - Public Contracts/Exceptions</u>
Iowa Code § 285.5		<u>Transportation Aid - Contracts</u>
Cross References		
	Code	Description
411.08		<u>Classified Employee Probationary Status</u>
412.01		<u>Classified Employee Compensation</u>
412.02		<u>Classified Employee Wage and Overtime Compensation</u>