

Policy

EMPLOYMENT CONTRACT – TEACHING STAFF AND SUPPORT STAFF

In accordance with law, and for the mutual protection of the district and the employee, the Frenchtown Board of Education requires that every staff member employed by the district annually sign an employment contract for a term of not more than one (1) year.

Each employment contract shall include:

- A. The title of the position that the teaching/support staff member is appointed to;
- B. The term for which employment is contracted, including beginning and ending dates;
- C. Where required by job description, the kind and grade of certificate held by the employee and the date upon which the certificate will expire;
- D. The salary at which the person is employed;
- E. The intervals at which salary shall be paid;
- F. A provision for termination of contract on notice duly given by its parties of 60 days for teachers and administrators;
- G. Such other information as may be necessary to a full and complete understanding of the contract.
- H. Contracts for the ensuing year shall be prepared in accordance with law and provided to prospective employee by May 15.

Should an employee be offered in error a contract for a salary which differs from that approved by the board, the salary approved by the board shall be the salary paid.

Adopted: January 2007
NJSBA Review/Update: September 2016
Readopted: February 28, 2017

Key Words

Contract, Employment Contract

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| Legal References: | <u>N.J.S.A.</u> 10:5-1 <u>et seq.</u> | Law Against Discrimination |
| | <u>N.J.S.A.</u> 18A:3-15.2 | Fraudulently issued, obtained, forged or altered degree or certification; use in connection with business or occupation |
| | <u>N.J.S.A.</u> 18A:6-5 | Inquiry as to religion and religious tests prohibited |
| | <u>N.J.S.A.</u> 18A:6-6 | No sex discrimination |
| | <u>N.J.S.A.</u> 18A:6-7.1, -7.5 | Criminal history record; employee in regular contact with students; grounds for disqualification from employment; exception |
| | <u>N.J.S.A.</u> 18A:11-1 | General mandatory powers and duties |
| | <u>N.J.S.A.</u> 18A:16-1 | Officers and employees in general |
| | <u>N.J.S.A.</u> 18A:26-1, -1.1, -2 | Citizenship of teachers, etc. |
| | <u>N.J.S.A.</u> 18A:27-1 <u>et seq.</u> | Employment and Contracts |

EMPLOYMENT CONTRACTS (continued)See particularly:

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| <u>N.J.S.A.</u> 18A:27-4.1 | Appointment, transfer, removal, or nonrenewal of officers and employees, exceptions |
| N.J.S.A. 18A:27-10.2 | Paraprofessionals; written notice of “no offer” or “offer” of continued employment |
| <u>N.J.S.A.</u> 18A:54-20 | Powers of board (county vocational schools) |
| <u>N.J.S.A.</u> 26:8A-1 <u>et seq.</u> | <u>Domestic Partnership Act</u> |
| <u>N.J.S.A.</u> 52:14-7 | Residency Requirements |
| <u>N.J.A.C.</u> 6A:7-1.1 <u>et seq.</u> | Managing for Equality and Equity in Education |
| <u>See particularly:</u> | |
| <u>N.J.A.C.</u> 6A:7-1.4,-1.8 | |
| <u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u> | Evaluation of the Performance of School Districts |

Possible

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| <u>Cross References:</u> *2131 | Chief school administrator |
| *4111 | Recruitment, hiring and selection |
| *4111.1/4211.1 | Nondiscrimination/affirmative action |
| *4112.2 | Certification |
| *4112.6/4212.6 | Personnel records |
| *4112.8/4212.8 | Nepotism |
| *4121 | Substitute teachers |
| *4111 | Recruitment, hiring and selection |
| *4222 | Noninstructional aides |
| *5120 | Assessment of individual needs |
| *6010 | Goals and objectives |

*Indicates policy is included in the Critical Policy Reference Manual.