

**Policy**

---

EMPLOYMENT CONTRACT

In accordance with law, and for the mutual protection of the district and the employee, the Edgewater Board of Education requires that every **noncertified employee**, employed by the district, shall annually sign an employment contract.

Each employment contract shall include:

- A. The title of the position that the staff member is appointed to;
- B. The term for which employment is contracted, including beginning and ending dates;
- C. The salary at which the person is employed;
- D. The intervals at which salary shall be paid;
- E. A provision for termination of contract on notice duly given by its parties of 30 days for secretaries and custodians;
- F. A provision for termination of contracts on notice duly given by its parties is not required for hourly employees.
- G. Such other information as may be necessary to a full and complete understanding of the contract.

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.

First Reading: March 12, 2020

Adopted:

Key Words

Contract, Employment Contract

<b><u>Legal References:</u></b>	<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
	<u>See particularly:</u>	
	<u>N.J.S.A.</u> 18A:27-4.1	
	<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

EMPLOYMENT CONTRACTS (continued)

**Possible**

<b><u>Cross References:</u></b>	*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.