

ACKNOWLEDGEMENT OF REVIEW OF HANDBOOK

I, _____, (PRINT YOUR NAME) do hereby acknowledge that I have read the 2019-2020 classified staff handbook which is posted on the USD 405-Lyons website. I understand the contents and further understand that:

- This handbook is not an employee contract. Further, this handbook is not to be considered as either an express or implied contract between the school district and the employee. No employee has authority to create an employee contract by modification of this document.
- Anytime the superintendent is mentioned in this manual, his/her designee is implied.
- As a condition of employment, employees agree to follow rules and regulations that have been adopted by the board.
- This handbook may be changed or modified and items added or deleted at any time as recommended by the superintendent and approved by the board.
- Classified employees are employees-at-will and employment may be terminated at any time, with or without cause. Classified employees employed pursuant to a written contract may still be employees-at-will in accordance with the written contract and employment may be terminated as provided in the written contract.

Date: _____ Signature of Employee: _____

Classified Employees are required to sign this form annually and return it to the Frisbie Education Center as acknowledgement of review of the handbook.