

HANDBOOK ACKNOWLEDGEMENT

I acknowledge that I have received a copy of the Classified Employee Handbook, which describes important information about the Lewis Central Community School District, and understand that I should consult the District Superintendent and/or Human Resources if I have questions. I have entered into employment with Lewis Central Community School District voluntarily and acknowledge that it is for no specified length of time. Accordingly, either I or Lewis Central Community School District may terminate the relationship at will, with or without cause, at any time, for any reason or no reason. I understand that neither this Manual nor any other Lewis Central Community School District policy, practice or procedure is intended to provide any contractual obligations related to continued employment, compensation or employment contract.

Since the information, policies and benefits described here are necessarily subject to change, I acknowledge that revisions to the Handbook may occur, except to Lewis Central Community School District policy of employment-at-will. I understand that Lewis Central Community School District may change, modify, suspend, interpret or cancel, in whole or part, any of the published or unpublished personnel policies or practices, with or without notice, at its sole discretion, without giving cause or justification to any employee. Such revised information may supersede, modify or eliminate existing policies. The Lewis Central Community School District Superintendent and/or School Board shall have sole authority to add, delete or adopt revisions to the policies in this Handbook. Any written or oral statement by a supervisor or department director contrary to the personnel policy manual is invalid and should not be relied upon by any employee.

I understand and agree that I will read and comply with the policies contained in this Handbook and any revisions, am bound by the provisions contained therein, and that my continued employment is contingent on following those policies.

Employee Name (Printed)

Employee Signature

Date