

**UNCHARTED SHORES ACADEMY EMPLOYMENT AGREEMENT**

**Dates of Employment: August 19, 2019 – June 12, 2020**

**Employee:**

**Position: Credentialed Teacher**

**TERMS OF EMPLOYMENT**

Uncharted Shores Academy is an at-will employer. This employment agreement in no way alters the at-will relationship between employer and employee, but is meant only to delineate the roles and responsibilities of the employer and employee. The employee or USA may conclude the employment relationship at any time, with or without notice, with or without cause. The complete terms of employment as applicable to this position are delineated in the USA Employee Handbook.

1. **FTE:** Employee will be employed as a 1.0 FTE employee.
2. **SALARY/RATE OF PAY:** The *negotiated* salary or rate of pay for this employee will be: **XXXXX** for 190 days of the school year, to be paid out at the amount of **XXXXX** for August and **XXXXX** a month for Sept-June. Employee will receive a **\$1,000** attendance bonus for perfect attendance with his/her June paycheck, with **\$100** subtracted from this bonus for every absent day. Health, vision, & dental benefits are additionally included for the term of this salary agreement as part of this offer. Employee will be paid on the last working Friday of the month.
3. **REQUIRED WORK DAYS/TIMES: M-F, 8 AM – 3:30 PM** (with a half hour lunch) plus additional hours as required for classroom prep, meetings, & adjunct duties.
4. **RESPONSIBILITIES:** The job description and responsibilities for this position are delineated in the USA Employee Handbook. The employee is responsible for reading, understanding, and following all the applicable regulations in the handbook. Employee duty days will not be considered completed unless all applicable required duties are completed prior to leaving for the day, taking off of work for school holidays, or leaving school for the summer. A checklist of required duties to be completed at the end of the year will be provided prior to closing of school for the summer.
5. **APPLICABLE LAWS:** Uncharted Shores Academy will be the exclusive full-time employer of its employees and will have the sole responsibility for employment, management, dismissal, and discipline of its employees.
6. **CREDENTIAL (if applicable):** Employee certifies that he/she now holds or will hold on the beginning date of employment a California Teaching Credential or other state credential as approved for the position by the USA administration and the USA Governing Board. This employee is said to possess the following valid credential(s):

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*This agreement will be in effect unless revoked by the USA administration or the employee. This agreement replaces any earlier agreements to which the employee may have agreed. The undersigned agree to the above terms of employment.*

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EMPLOYEE’S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MARGIE ROUGE, EXECUTIVE DIRECTOR

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DATE