Illini West HSD 307 5:270-E

## **Educational Support Personnel**

## **Exhibit - Notice of Employment**

On District letterhead	
To	Date
Please accept this letter as an acknowledgment that you have be with the School District under the terms and conditions as state and any applicable employee handbook or collective bargaining offer, you need to sign below and return this letter to the central	ed in this letter, School Board policy, agreement. If you wish to accept this
Job position or title	
Date and time on which you are to report to work	
Job location	
☐ Full time ☐ Part-time	
Your hourly rate or weekly salary is \$	
The remaining terms and conditions of your employment, as vectorained in Board policy and any applicable employee has agreement. These times will be discussed during your orientation	ndbook and/or collective bargaining
School Board President or Secretary	Date
Superintendent	Date
For employee (Sign and return to the central administrative off	ice.)
I understand that I am an employee-at-will and that my emplo with or without cause. I agree to comply with the School procedures, and supervisors' instructions.	
Employee	Date
DATED: October 10, 2007	

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