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Probationary Administrator

One Year Contract

As shown by the records of a lawful meeting of the Board of Education of the District held on the _____, it is hereby agreed between Clackamas Community College District (the district) and «Name» (the Employee), that:

1. This contract is for the 2008 – 2009 year and for that year only, neither the District nor the Employee has any expectation of a continuing employment relationship beyond the term of this contract.
 - a. The contract year for 2008 – 2009 is from July 1, through June 30, which includes 261 working days and paid holidays.
 - b. The working schedule commences on «BeginWork» and continues through «EndWork».
2. The District hereby agrees to employ the above named individual as «JobTitle», with the following compensation:
 Placement: «Placement» Basic Pay: «BasicPay» Special Pay: «SpecPay» Total Contract: «ContractTotal»
 - a. The above amount will be paid in 12 equal installments beginning on last working day of each month for the duration of the contract year (except for December will be paid on the first working day in January).
3. The Employee as a condition of employment under this contract agrees to:
 - a. Comply with and abide by the duties, terms and conditions of employment and rules of government of the District, as set forth in the District's Board Policy Manual and Administrative Regulations which are on file in the Human Resource Office and with the State of Oregon, and which are incorporated by reference herein and made a part hereof; and
 - b. Authorize and does hereby authorize the District to make any and all salary deductions required by the laws of the State of Oregon and the United States.

It is further agreed that:

This contract is conditioned upon the Employee's compliance with the certification standards and regulations of the Oregon State System of Higher Education and/or Oregon State Department of Education.

This contract is of no force unless and until the Board has legal authority to levy the property taxes necessary to meet the College budget.

This contract will take effect only when authorized at a regular meeting of the District's Board of Education and then signed by the District Clerk, and the Employee, and then filed in the Human Resource Office **provided** that if this contract is not signed by the Employee and returned to the District Clerk within 15 days, the Board reserves the right to declare this contract null and void.

Signed this ____ day of _____, 2008. A copy of this contract will be sent to you once all required signatures are obtained.

Datatel ID: «Datatel ID»

Employee Signature: _____

HR Use Only:

Filed in the Human Resource office of the Clackamas Community College District on this date _____.

Signature of the District Clerk: _____