

**NEW POLICY - VOL. 16, NO. 2**

**CONTRACTS FOR CONFIDENTIAL POSITIONS**

Support staff members who are in confidential positions shall enter into a written contract with the School Board.

An individual newly hired by the Board will be awarded a one (1) year probationary contract. Upon successful completion of the probationary contract, the Board may award an annual contract. An annual contract may be awarded only if the employee has been recommended by the Superintendent for the annual contract and approved by the Board.

A true signed copy of the contract shall be retained by the Board in the office of the Superintendent.

Contracts with support staff in confidential positions that provide for extra compensation, bonuses, and/or severance pay shall strictly comply with the provisions of State law.

Any member of the support staff in a confidential position who is willfully absent from duty without leave shall forfeit compensation for the time absent and the staff member's contract shall be subject to cancellation by the Board.

F.S. 215.425(2), 447.203, 1012.23