MARTIN LUTHER KING, JR. CHARTER \$CHOOL OF EXCELLENCE

285 Dorset Street
Springfield, MA 01108-2821
Telephone (413) 214-7806 / Facsimile (413) 214-7838
info@mlkcs.org

Date	
Name Address Address	
Dear Name:	
Excellence (MLKCSE) are vehire letter confirms that MLK	e administration of Martin Luther King, Jr. Charter School of ery happy that you are a member of our school community. This CSE offered you employment as a position at the school and you a start date of date. The annual number of work weeks for this schedule.
(ii) will be subject to all with health insurance premium pay This letter is not a contract. T	is will be \$XX,XXX. You (i) will be paid every other week, and holdings and deductions, such as state and federal payroll taxes and yments and Massachusetts Teachers' Retirement Board deductions. The terms of your at will employment will be those that MLKCSE on and will be described in the employee handbook.
•	ow the annual calendar of the Springfield Public Schools. <u>However, and other specifics will be different.</u>
Excellence during the scl will make an excellent contril	greed to work at Martin Luther King, Jr. Charter School of mool year. I look forward to working with you and believe that you bution to the school and the students. Please sign both originals of records, and return the other to me within ten days.
Sincerely,	Employment is conditional upon acceptable NCB check/Fingerprinting and annual CORI reports.
	Agreed to:
Name Title	Date:
I prefer to receive my pay in:	26 pay periods or 22 pay periods