

Date

Name

Salem Academy Charter School
45 Congress Street
Salem, MA 01970

Dear Name:

Please accept this contract of employment as a full-time (subject) teacher for the 2016-2017 school year, August 1, 2016 through July 31, 2017. The year includes up to 10 professional days as well as 195 instructional days. The responsibilities of this position shall include those teaching, support, and professional development activities generally expected of any teacher here, as outlined in the description of teachers' duties which is attached and incorporated into this agreement, or if agreed upon, as detailed in an accompanying letter. The salary for this position is \$00,000 and is subject to deductions required and/or permitted by law and/or authorized by you.

This offer is made subject to relevant state laws, administrative rules and regulations, and adherence to Salem Academy Charter School instructional standards and policies, which may include, but are not limited to a criminal records (CORI) check and verification of the information provided by you as part of the selection/application process. The provisions outlined in the Salem Academy Charter School Personnel Policy Handbook apply to this offer.

Please indicate your acceptance of this offer by signing, dating, and returning this letter to me. A copy is enclosed for your records. If your acceptance is not received in this office within fifteen (15) calendar days of the date of this letter, this offer becomes null and void.

I look forward to your employment at Salem Academy Charter School and personally wish you success and satisfaction in your work. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

Name

Executive Director

I hereby accept this offer and agree to abide by all relevant laws, instructional standards, administrative rules and regulations, and the Salem Academy Charter School policies that apply to my position. I acknowledge that no other promises or inducements, whether oral or in writing, have formed the basis of my acceptance of this offer.

Signature: _____ Date: _____