

EMPLOYEE ACKNOWLEDGEMENT

(To be signed and returned to the employee's supervisor)

I hereby acknowledge that I have received a copy of the *Lomira School District Employee Handbook for Teachers* either in paper or electronic form. My signature below indicates that I agree to read the *Handbook* and abide by the standards, policies and procedures defined or referenced in this document. I am also aware that additional regulations and policies are contained within School District policies.

A copy of the *Handbook* can be obtained through a building office, the district office, or by accessing the document on the District's computer network. The information in this *Handbook* is subject to change. I understand that changes in District policies may supersede, modify or eliminate the information summarized in this *Handbook*. As the District provides updated policy information, I accept responsibility for reading and abiding by the changes.

I understand that this *Handbook* does not constitute an employment contract and does not confer a property interest in my continued employment with the District beyond the term of my current contract (if any). I also accept responsibility for contacting my supervisor if I have any questions, concerns, or need further explanation.

Printed Name

Signature

Date

