I understand and agree that:

I have viewed a copy of the Columbia Heights Public Schools Employee Handbook, ("Handbook") on the district website and I have read and understand the information outlined in the Handbook. I understand it is my responsibility to consult Human Resources regarding any questions I may have about this Handbook and the policies referred to in the Handbook. I consent to and will comply with all policies and procedures contained in the Handbook.

The statements contained in the Handbook are intended to serve as general information concerning Columbia Heights Public Schools and its existing policies, procedures, practices of employment and employee benefits.

Nothing in this Handbook is intended to create, nor shall be construed as creating, a contract of employment, either expressed or implied, or guarantee employment for a definite or indefinite term.

Columbia Heights Public Schools reserves the right to clarify, modify, amend and/or supplement the information contained in the Handbook and Columbia Heights Public Schools will inform me when changes occur.

I further acknowledge that the Employee Handbook contained and I have read the copy of the notice of my rights and remedies under Minnesota’s Personnel Record Review Law.

_____________________________________                  __________
Printed Name            Date

_____________________________________                  __________
Signature