



IRVINE UNIFIED SCHOOL DISTRICT

5050 Barranca Parkway, Irvine, California 92604-4652 • 949/936-5000 • FAX 949/936-5259 • www.iusd.org

To: Prospective Candidates for Short-Term Test Positions
 From: Eamonn O'Donovan, Assistant Superintendent, Human Resources
 Subject: Short-Term Employment in Irvine Unified School District: Test Proctor, Saturday School, Extra-curricular Support, Summer Custodial; CELDT Tester; Interpreter.
 Date: July 1, 2017

Terms of Short-Term Assignment and At-Will Status

As terms of accepting a short-term position with the Irvine Unified School District (IUSD) as _____ [position], I recognize and understand the at-will and short-term nature of this position, as set forth in Education Code section 45103, at subdivision (d)(2).

The short-term position shall begin _____ and shall end _____. The ending date of my services may be shortened or extended by the District, but at no time will I work in excess of 75 percent or 195 days of the 221 days of the school year, pursuant to Education Code section 45103(b)(1) .

I understand and agree that the position is approximately _____ hours per week/month [circle one], and is a flexible schedule as assigned by the site principal or designee, that will be paid at \$_____ per hour, according to pay rates established by IUSD.

My signature below acknowledges that my status as a short-term employee is "at-will," meaning that either I or the District may terminate this short-term employment at any time, with or without notice, with or without cause. I further understand and agree that I am not entitled to due process rights afforded by law or collective bargaining agreements. While supervisors and managers have certain authority, no supervisor, manager, or representative of the District has any authority to alter the at-will relationship set forth in this short-term employment agreement. I understand and agree that this offer and agreement for short-term employment services cannot be altered unless agreed to in a writing executed by a duly-authorized agent of the District.

I understand and agree that this short-term assignment does not and should not provide me any expectation of continued classified employment with the District. As a short-term employee, I will not be eligible for probationary status. My service shall not be included in computing the service required as a prerequisite to attainment of, or eligibility to, classification as a permanent employee in the classified service.

I understand and agree that the at-will, short-term position is not part of the District's classified service and as such, I will not receive the statutory benefits provided to District classified employees including regular sick leave and vacation, except that I may qualify for paid sick leave under Labor Code § 246. I understand and agree I am not entitled to fringe benefits available to bargaining unit employees through collective bargaining agreements.

I have read and accept the offer of at-will, short-term employment with the Irvine Unified School District subject to the terms and conditions set forth above.

Name

Signature

Date

School

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IUSD . . . providing the highest quality educational experience we can envision.