BOARD CHAIR BOARD MEMBERS

Rosanne Wood Marcus Nicolas

Darryl Jones

BOARD VICE CHAIR Alva Swafford Smith

Laurie Lawson Cox

SUPERINTENDENT

Rocky Hanna

Date:

Dear

You have been offered and accepted a position which is funded by a grant. Due to the nature of the grant, the project will only exist for a specified period of time. Consequently, when the funding for the projects ends, the position will be eliminated.

Your acknowledgment of the receipt of this letter and agreement with the terms and conditions of employment in this grant position is required. Please sign and date the acknowledgement below and return this memorandum to Human Resources.

If you have questions regarding the information which has been provided, you should speak with your supervisor.

Thanks,

Brett Shively

Divisional Director, Human Resources

**ACKNOWLEDGMENT OF ACCEPTANCE OF A GRANT POSITION**

**I understand that my employment is based on a grant and my employment will terminate at the end of the project for which I have been hired.**

Printed Name of Employee Employee Signature Date