

**SUPPORT EMPLOYEES—AT WILL EMPLOYMENT**

All support employees in the school district are considered at-will employees, and may be terminated by the school district without cause at any time. Support employees are essentially day-to-day employees and either party may end the employment relationship at any time. Support employees are defined as, but not limited to, custodians, secretaries, aides, food service workers, and all other employees not holding an administrative or teaching contract.

Support employees receive a “Memorandum of Understanding,” which is not a contract, nor does it hold any contractual rights, but is a summary of the employee’s pay rate, status, and respective benefits.

The superintendent, or designee, will notify all support personnel by the last day of the school year of the district’s intent to continue or not to continue their employment into the next school year.

**Legal Reference:**

RSA 189:13-h, *School Boards, Superintendents, Teachers, and Truant Officers: Notice to Education Support Personnel and Non-Certified School District Employees Required*  
School District Support Employee Handbook

Adopted 2000

Revised 2011

Reviewed 2016

(Greenland, New Castle, Newington)

