

## TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

### Policy

### Section 2.15

#### MANAGEMENT EMPLOYEES CONTRACT STATUS

For purposes of this policy "management" employee shall include all employees employed by the Trumbull County Board DD, as defined in ORC 5126.20, and listed in ORC 5126.22 (A) and further, in this policy the term "management" employee specifically does not include the Superintendent.

Management employees are employed by the Superintendent by one of two types of contracts; limited or continuing.

Each management employee of the Trumbull County Board DD shall hold either a limited or continuing contract. An employee's contract, if it is limited, shall be for a period of not less than one year and not more than five years, except that if a management employee is hired after the beginning of a contract year they may be employed under a limited contract expiring at the end of the program year.

For a limited contract of more than one year, the Board shall approve the length.

Management employees with a limited contract shall receive notice of the Superintendent's intention not to re-hire the employee at least ninety (90) days prior to the expiration of the contract. If the Superintendent fails to notify a management employee, the employee shall be re-employed under a limited contract of one year at the same salary plus any authorized increases.

A continuing contract is a contract issued to a management employee having begun a probationary period prior to June 24, 1988, and successfully completed it subsequently, or an employee after June 24, 1988, that the Superintendent and Board agree to grant continuing contract status.

A continuing contract employee retains employment until they retire, resign, are removed, laid off, suspended or demoted pursuant to ORC 5126.23.

During the term of a contract a management employee's salary may be increased, but shall not be reduced unless the reduction is a part of a uniform plan affecting all employees of the Board.

All management employees shall receive employee benefits that shall include sick leave, vacation leave, holiday pay, and such other benefits as are established by the Board at a minimum. Sick leave and vacation as described in ORC 124.38 and ORC 325.19 do not apply to management employees.

All management employees shall be notified of their salary no later than thirty (30) days before the first day of the new contract year.

There is no probationary period for management employees.

Adopted: 05/26/93  
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