**Ridgedale Local Schools** 3103 Hillman Ford Rd.

Morral, Ohio 43337

Phone: 740-382-6065

*Empowering students to reach their full potential*  Fax: 740-383-6538

Dr. Erika Bower, Superintendent www.ridgedale.k12.oh.us

Mrs. Tacy Courtright, Treasurer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Terms of Employment Agreement

This Agreement is entered into by and between the Ridgedale Local School District Board of Education

(“Board”) and Jordyn Nutter (“Ms. Nutter”), collectively “the Parties”.

WHEREAS, Ms. Nutter will be employed by the Board as a 21st CCLC Program JH Site Manager/Program Coordinator; and

WHEREAS, the Parties desire to establish a work schedule for Ms. Nutter subject to certain agreed-upon terms.

NOW THEREFORE, the Parties agree to the following terms:

1. Ms. Nutter will work seven hours per scheduled work day. Her specific work schedule shall be determined by the Superintendent. She will not receive paid holidays. She will be placed on a prorated 123 work day calendar.
2. Ms. Nutter will track all of her work hours on a timesheet and will be paid by the Board following the Superintendent’s approval of Ms. Nutter’s timesheet. Her prorated salary will be $25,991.31.
3. Ms. Nutter will earn three (3) personal days per year and 1.25 days of sick leave per month. Ms. Nutter will not earn vacation. Ms. Nutter is eligible for all insurance benefits.
4. Ms. Nutter shall obtain and maintain for the life of this Agreement current background checks, and an appropriate license for the position, as determined by the Superintendent.
5. This Agreement will become effective 12/22/2025 following approval by the Board and Ms. Nutter.
6. This Agreement may be amended in writing by both Parties.
7. This Agreement will automatically non-renew at the conclusion of June 2026 without any formal action by the Board of Education or notice of non-renewal.
8. Ms. Nutter has been notified of her duties and obligations under Chapter 3307 of the Ohio Revised Code as a condition of her employment as required by R.C. 3307..21.

Ms. Jordyn Nutter Ridgedale Local School District

Board of Education

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Board President Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Treasurer Date