

Employee Signature:  Date: MAY 2, 2018

Address: 1534 9<sup>th</sup> St UNIT B ALAMEDA, CA 94501

Telephone: 510/459/1554

**CHARTER SCHOOL APPROVAL:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of AIMS Board

\_\_\_\_\_  
Superintendent of AIMS

**American Indian Model Schools  
Employment Agreement  
Extended Year 2018**

This Employment Agreement ("Agreement") is made effective by and between American Indian Model Schools ("Employer") and Zubida Bakheit ("Employee").

1. Employer shall employ Employee as an Instructional Aide II. Employee has been hired for the position of Instructional Aide II. This position is full-time. Employee accepts and agrees to such employment. Employment is subject to submission and verification of resume and official college transcripts indicating graduation, background check, and tuberculosis screening results. The applicant must: 1) pass the Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) Background check.
2. Best Efforts of Employee. Employee agrees to perform faithfully, industriously, and to the best of Employee's ability, experience, and talents, all of the duties that may be required by this position, to the reasonable satisfaction of Employer.
3. Compensation of Employee.
  - a. As compensation for the services provided by the Employee under this Agreement, employee will be paid \$3,263.00, less applicable withholding and authorized deductions, for work to be performed from TBD through TBD. Employee will be paid on TBD and TBD.
  - b. Employee's salary will be subject to those deductions (and only those deductions) permitted by the Fair Labor Standards Act and state law, including deductions when Employee is absent for a full day for personal reasons and deductions when Employee performs no work during a workweek, for any reason. Upon termination of this Agreement, payment under this paragraph shall cease; provided, however, that the Employee shall be entitled to payments for a period or partial periods that occurred prior to the date of termination and for which the Employee has not been paid.
4. Compliance with Employer's Rules. Employee agrees to comply with all the rules and regulations of the Employer. Employee is required to comply with the following schedule:
  - a. 8 hours of work are required per working day
5. At-Will Employment. All American Indian Public Charter School employees are "at will" employees. Either party may terminate this agreement by written notice at any time for any reason or for no reason. This Agreement is intended to be and shall be deemed to be an at-will employment agreement and does not constitute a guarantee of continuing employment for any term. Except in extreme cases, AIMS will engage in progressive discipline as defined in the handbook. (i.e. ongoing evaluation and plan for improvement upon dismissal). This is for the purpose of stability within the AIMS district.
6. Insurance Benefits. Employee shall be entitled to insurance benefits, in accordance with Employer's applicable insurance contract(s) and policies, and applicable state law. These

benefits shall include Health Insurance (medical & dental), vision, life and California State Disability Insurance.

7. Adjustments and Changes in Employment Status. Employer reserves the right to make personnel decisions regarding Employee's employment, including but not limited to decisions regarding changes in duties and assignments, changes in salary and other compensation, changes in benefits and changes in policies or procedures.
8. Return of Property. Upon termination of this Agreement, the Employee shall deliver all property (including keys, records, notes, data, memoranda, models, and equipment) that is in the Employee's possession or under the Employee's control, which is Employer's property or related to Employer's business. Such obligations shall be governed by any separate confidentiality or proprietary rights agreement signed by the Employee.
9. Contract must be approved by the Superintendent.



Employee

MAY 2, 2018

Date

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Dean

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Date

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Superintendent

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Date

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AIMS Board

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Date