



August 1, 2021

<<name>>

Dear _____:

I am delighted to welcome you to the Academy of the Pacific Rim Charter Public School (“APR”) as a High School Math teacher, reporting directly to the HS Principal. This position is critical to the continued success and growth of APR and we look forward to having you join us and contribute your expertise and knowledge.

I am pleased to offer you full-time, regular employment commencing on August 19, 2021 which will include Summer Institute for new faculty orientation. Your bi-weekly pay will be \$_____. This annualizes to a full-time equivalent of \$_____ minus customary deductions for federal and state taxes and the like.

As a full-time employee, you will be eligible to participate in our employee benefit program. You will be eligible to receive benefits such as medical, dental, short and long-term disability, and basic life insurance according to our benefit plans. You will also be eligible to join our 403(b) program after 30 days of employment. Full details of these programs will be provided to you separately.

At all times, you will be expected to represent APR with commitment to our mission and values, culture of achievement, and ensuring the success of our students. You have already demonstrated these inherent qualities, which is why you were selected as a key member of our faculty. These qualities will underlie the expected performance that will guarantee our mutual success.

While we both fully intend to begin our relationship on a positive note, it is essential to understand our employment arrangement. The Academy of the Pacific Charter Public School is an at-will employer, which means that either of us can terminate our employment arrangement at any time and for any reason or no reason. This offer is contingent upon satisfactory completion of an

Employment Eligibility Verification form (Form I-9), the receipt of a Criminal Offender Record Information (CORI) check that is satisfactory to the Academy, and suitable results from the fingerprint based state and national criminal history record check (e.g., SAFIS program).

Please carefully review the terms and conditions of your hire as outlined in this letter. _____, we are all very excited about having you on board and look forward to working with you as a valued employee of the Academy of the Pacific Rim Public Charter School.

With best regards,

High School Principal