{Date}

Dear NAME:

I am very pleased to confirm our offer to you of the position of Chief Executive Officer with the Phoenix Charter Academy Network (The "School"). We are excited to invest in your development as an educational leader here at Phoenix and for you to invest in our students. You will report to the Phoenix Charter Academy Network Board of Trustees.

The term of your employment is July 1, 2021 to June 30, 2022. Unless your employment is extended, by mutual agreement and in writing prior to June 30, 2022, your employment would end on that date. Please note: this letter is not a contract and it is not intended to create any contractual obligations on the part of you or the School. This is also no guarantee of employment for any length of time. Your employment with the School is on a "at will" basis which means that, notwithstanding the dates noted earlier, either you or the school can end the employment relationship at any time, for any reason, with or without prior notice.

You will be an Exempt employee and your base salary will be at the bi-weekly rate of $X,XXX.XX, annualized at $XXX,XXX.XX, subject to applicable payroll deductions and required withholdings, and will be paid in accordance with the School's customary payroll practices.

You will be expected to be in the full-time employment of the School, to devote substantially all of your professional time and attention, and exert your best efforts to the performance of your responsibilities, and to work for the School to the best of your ability.

This job offer is contingent upon the following:

- You are legally eligible to work in the US as documented on an I-9 form.
- Receipt by the School of a CORI report that is acceptable to the School, at the School's sole discretion.

If this meets your approval, please sign where indicated. Congratulations!

Phoenix Charter Academy BOT

I hereby accept your offer of full-time employment on the terms set forth in this letter.

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_____   _____

(Name)   Date