



**Shakopee Public Schools Policies Acknowledgement and Receipt:**

Our policies provide our employees with important information regarding Shakopee Public Schools and guidelines for employment. As an employee of Shakopee Public Schools, I understand that I should consult Human Resources regarding any concerns or questions not answered in the policies.

The School Board for Shakopee Public Schools adopts policies that govern the operations of the School District. The policies are conveniently posted for all employees and the public to review online at:

<https://www.shakopee.k12.mn.us/Page/3399>

*Employees can also navigate to the Shakopee Public Schools website ([www.shakopee.k12.mn.us](http://www.shakopee.k12.mn.us)) click 'Our District' tab, and then select 'School Board'. Under the School Board page you can click 'Policy Library' and review the current policies.*

I understand and agree that, I will review the Shakopee Public Schools Policies. In addition, it is my responsibility to follow and abide by the Shakopee Public Schools Policies. I recognize the policies are not intended to be all-inclusive and are subject to change by Shakopee Public Schools at anytime with or without notice. Furthermore, I acknowledge it's my responsibility to periodically review the policies for any changes.

With my signature below, I acknowledge I have received information on where to review the school District's policies and I understand it is my responsibility to read and comply with the policies and any revisions made to them.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**TO BE PLACED IN EMPLOYEE'S PERSONNEL FILE**