



Dear _____,

This letter provides you with a notice of reasonable assurance of continued employment with the Bryan Independent School District when each school term resumes after a school break for the 2018-2019 school year. By virtue of this notice, please understand that you may not be eligible for unemployment compensation benefits drawn on school district wages during any scheduled school breaks including, but not limited to, summer, winter, and spring breaks. This assurance is contingent on continued school operations and will not apply in the event of any disruption that is beyond the control of the district (i.e. lack of school funding, natural disasters, court orders, public insurrections, war, etc.).

Note that nothing contained herein construes an employment contract. Your status as an employee remains as an at-will employee which is explained in your employee handbook. A copy of the BISD Employee Handbook is available from the Bryan ISD website – go to www.bryanisd.org, select Employee Helpful Links & Info » Employee Handbook.

We hope that you will be able to continue your association with Bryan ISD. Your dedication, hard work, and contribution to the success of our students are greatly appreciated. Please review the information at the bottom of this page and make any necessary corrections. Return the completed document to your campus administrator by _____.

Sincerely,

Dr. Christie Whitbeck
Superintendent

Name: _____

Address: _____

City, State Zip: _____

Phone Number: _____

Cell Number: _____

Address and phone changes are to be noted on this form. If you have a name change, please bring your new social security card to Human Resources. Please review your personnel information in the BISD Employee Access Center at <https://eac.bryanisd.org>

Signature: _____

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