

## Board Clerks Roundtable

Department of Labor - [https://www.dol.ks.gov/UI/newhires\\_BUS.aspx](https://www.dol.ks.gov/UI/newhires_BUS.aspx)

Federal and State law requires employers to report newly hired and re-hired employees in Kansas to the New Hire Directory within 20 days of the hire. **Re-hires or Re-called employees:** Employers must report re-hires, or employees who return to work after being laid off, furloughed, separated, granted a leave without pay, or terminated from employment for 60 days or more. Employers must also report any employee who remains on the payroll during a break in service or gap in pay, and then returns to work. **A rehired employee includes any individual who has been separated from employment for 60 consecutive days. This includes teachers, substitutes, seasonal workers, etc.** This site will provide you with information about reporting new hires including reporting online and other reporting options.

Board Governance Samples

<https://www.usd385.org/boardgovernance>

<https://www.usd405.com/vnews/display.v/SEC/District%20Office%7CBoard%20of%20Education%3E%3EBoard%20%20Handbook>

Contracts Provisions - <https://kslib.info/DocumentCenter/View/5034>