Andrea Tucker

Please be advised that your existing contract will be continued for the new semester. However due to legal changes that will be effected starting March 31, all existing contract between Colbourne College and any individual or business entities will be closed due to the transfer of the company under new ownership frameworks as at April 1.

Future contractual discussions will take place in the month of April.

Your remuneration and work hours for this semester remain the same as the contract hours. Please see attached the performance self-evaluation evaluation forms attached that you need to complete for last semester and at end of this semester.

Details of the requirements for this semester are also included.

Please respond to this correspondence with advisory of your Office Hours so I can publish same alongside other members of staff..