

SUPPLEMENTAL EMPLOYMENT CONTRACT

This supplemental employment contract is made between the Snohomish School District No. 201, Snohomish County ("District" hereinafter) and _____ ("employee" hereinafter) for the _____ school year.

In accordance with the Collective Bargaining Agreement between the District and the Snohomish Education Association, the District agrees to pay the above-named employee the amounts indicated below for performing the following services:

1. **Extensions of Regular Duties:** The employee's position of _____ requires _____ days of employment beyond the regular contracted basic education work year. Compensation shall be at the employee's regular contracted per diem rate of pay for each day worked. The total amount is calculated as follows:

$$\text{\$ } \underline{\hspace{2cm}} \text{ X } \underline{\hspace{2cm}} \text{ days = \text{\$ } } \underline{\hspace{2cm}}$$

2. **Required Additional Days and Responsibilities**

- A. In addition to the regular basic education work year, employees are required to work three (3) additional days in accordance with the Collective Bargaining Agreement and the negotiated staff calendar.

- B. In addition to responsibilities performed during the regular basic education work year and work day, employees have responsibilities which extend beyond that time. Those responsibilities are performed both on and off school property. Examples of those responsibilities include, but are not limited to, the following:

- (1) Preparing for school opening or closing;
- (2) Conferencing and communicating with parent and students in addition to conference weeks;
- (3) Supporting student activities such as dances, concerts, sporting events and performances;
- (4) Providing individual help to students;
- (5) Evaluating student work;
- (6) Attending job related workshops, classes, and in-service work;
- (7) Researching educational materials and supplies;
- (8) Improving and maintaining professional skills;
- (9) Preparing and revising materials;
- (10) Planning with other staff in areas of instruction, curriculum and assessment;
- (11) Working with computers and other technology as related to educational uses;
- (12) Attending District-connected meetings such as PTSA, Open House, etc.;
- (13) Participating in a reasonable and equitable number of department, building, job alike, and/or District committee meetings; and
- (14) Ensuring that curriculum, instruction methods, and assessments of student performance are aligned with standards of student academic achievement and student needs.

- C. Compensation for these required additional days and responsibilities is determined by the employee's placement on the negotiated TRI schedule. Accordingly, the employee's compensation shall be:

$$\text{\$ } \underline{\hspace{2cm}}$$

D. Employees shall verify completion of the required additional days and responsibilities by completing the form prescribed in the Collective Bargaining Agreement. The employee shall turn said form into their immediate supervisor no later than June 30. If the employee does not verify the full amount of additional days and fulfillment of additional responsibilities, the pay shall be adjusted in accordance with the Collective Bargaining Agreement. The District reserves the right to withhold money due the employee for any overpayments for unverified work.

Part-time employees shall have their time and compensation pro-rated based on their annualized full-time equivalency (FTE).

The employee shall be paid for work performed under paragraphs 1 and 2, above, on an equal monthly basis beginning on the September pay period and continuing through August 31.

This is not a continuing contract within the scope of RCW29A.405.

Superintendent
Secretary, Board of Directors
Snohomish School District No. 201

Employee Signature

Date Received and Recorded: _____

PLEASE SIGN AND RETURN ALL COPIES