

_____ **School District**
Extra Duty Contract

It is hereby agreed between the Board of Directors of _____ School District and the undersigned that:

1. The employee, _____, shall perform duties as _____ for the _____ School District.
(Name) (Activity)
2. This agreement covers the period of time beginning approximately _____
(day/date) and ending approximately _____.
(day/date)
3. The employee will follow state law, Oregon administrative rules, board policies, school procedures, position description, and general performance standard for district employees.
4. Board policy [] prohibits possessing and/or use of drugs or alcohol in the work place. This includes all time traveling with students who are at athletic competitions away from the school district. Coaches and chaperons will, at all times, comply with the same curfew, dress, grooming and behavior standards required of student athletes. Failure to comply will result in immediate forfeiture of remaining unearned compensation, automatic termination of this contract and any other appropriate discipline. [Employees who test positive for drug or alcohol use will forfeit any remaining unearned compensation and will be subject to appropriate discipline up to and including discharge. A positive drug test automatically terminates this contract.]
5. The employee will be evaluated on standards and criteria developed by the District.
6. This agreement is for a fixed period of time, generally one season of the current school year only. It automatically expires no later than the last working day of the current school year. There is no guarantee of reappointment to the same activity the subsequent school year.
7. In exchange for performing the special duties, the employee shall be paid \$ _____ as per the collective bargaining agreement. Payment will be made _____ (over 10 months, over 12 months, etc.).
8. Should the employee be unable to complete the duties covered by this Agreement, due to illness or for other reasons, the extra-duty stipend will be prorated using the number of completed events, games or other activities compared to incomplete events, games or other activities. The decision of the District is final.
9. Offer of employment authorized at the school board meeting on _____
(date)