

# Richmond Community Schools

35276 Division | Richmond, Michigan 48062 | (586) 727-3565 | www.richmond.k12.mi.us

## EXTRA-CURRICULAR SALARY AGREEMENT

In accordance with the *Master Agreement between Richmond Board of Education and MEA-NEA Local 1, Richmond Education Association*, assignment to the following activity shall be for the duration of the activity or the school year, whichever is appropriate. Remuneration for this activity shall be as prescribed therein. The agreement shall be considered to be in force only when the signatures of the Superintendent, Supervising Administrators, and the employee are completed prior to the commencing of work in that assignment. It should further be stipulated that as an extra-curricular activity tenure is excluded. In the case of an activity sponsored by the athletic department, the activity shall be considered as not having been completed until such time as an equipment inventory has been accepted by the appropriate administrator and a formal written evaluation has been conducted by the appropriate administrator.

EMPLOYEE NAME:

ASSIGNMENT:

CIRCLE STEP: 1 2 3 4 5 SALARY:

BEGINNING DATE: END DATE:

### CHECK ONE:

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Extra-curricular assignments that finish between October 1 <sup>st</sup> and November 30 <sup>th</sup> , payment of full stipend shall be paid on December 10 <sup>th</sup> . | <input type="checkbox"/> Extra-curricular assignments that finish between December 1 <sup>st</sup> and March 31 <sup>st</sup> , payment of full stipend shall be paid on April 10 <sup>th</sup> . | <input type="checkbox"/> Extra-curricular assignments that that finish between April 1 <sup>st</sup> and June 30 <sup>th</sup> , payment of full stipend shall be paid on June 25 <sup>th</sup> . | <input type="checkbox"/> Extra-curricular assignments that are a full-year, one-half of the stipend shall be paid on January 25 <sup>th</sup> and one half shall be paid on June 25 <sup>th</sup> . |
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### CHECK ONE:

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> <b>Schedule B Scholastics</b><br>ASN: <i>See Below</i> <ul style="list-style-type: none"><li><input type="checkbox"/> 23199 ES Scholastic</li><li><input type="checkbox"/> 23496 ES FIRST LL, Jr.</li><li><input type="checkbox"/> 23496 ES FIRST LL</li></ul> | <input type="checkbox"/> <b>Schedule B Athletics</b><br>ASN: 33010 <ul style="list-style-type: none"><li><input type="checkbox"/> 23299 MS Scholastic</li><li><input type="checkbox"/> 23496 ES FTC</li><li><input type="checkbox"/> 23798 K-12 Theater Program</li></ul> | <input type="checkbox"/> <b>Teacher Mentor</b><br>ASN: 14496 <ul style="list-style-type: none"><li><input type="checkbox"/> 23399 HS Scholastic</li><li><input type="checkbox"/> 23499 HS FIRST Robotics</li><li><input type="checkbox"/> 23799 HS Theater Program</li><li><input type="checkbox"/> 23799 HS Forensics</li></ul> | <input type="checkbox"/> <b>Student Mentor</b><br>ASN: 13119 (HS)   12119 (MS) |
|---|---|--|--|

STUDENT OR TEACHER MENTEE:

ONLINE COURSE NAME FOR STUDENT MENTEE:

I realize that as a leader of young people I have a responsibility to set an example of proper actions and behavior for all students involved in my activity. Therefore, by signing this agreement I indicate my intentions to abide by the following guidelines: 1. Every person associated with my program will be treated with respect and dignity, including other team members and officials; 2. No abusive language or action will be tolerated; 3. My personal conduct will exhibit the high standards I expect from the students and fellow professionals; 4. Compliance with all Board Policies and Administrative Guidelines; and, 5. In the case of a sports activity, good sportsmanship will be emphasized in all activities under my supervision and I will familiarize myself with the *Athletic Coaches Handbook* and pledge myself to abide by it.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervising Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_