

WRVSU



Salary Stipend Agreement for Additional Duties

(For work performed outside of the Master Agreement - for Extra Work as defined in the Master Agreement)

THIS STIPEND AGREEMENT MUST BE COMPLETED BEFORE THE WORK BEGINS AND IS NOT VALID UNTIL BOTH EMPLOYEE AND ADMINISTRATOR HAVE SIGNED AND DATED THIS AGREEMENT.

This agreement is between the White River Valley Supervisory and Hereinafter called the "EMPLOYEE", for the purposes of the assignment of the EMPLOYEE to the following additional duties:

On the following dates:

For a stipend of:

This is a voluntary assignment. It is further understood that, the EMPLOYEE's regular duties assignment for the regular 182 day contract year or outside of the regular school day This stipend is an at-will employment. It is understood that the duties to be performed under this agreement are extended duties or above and beyond those duties that are expected of professional employees performing professional activities under their regular contract; and above and beyond those duties covered by the Master Agreement.

EMPLOYEE's Signature:

Date:

Administrator's Signature:

Date:

Payment Claim Details: To be completed **following the completion** of the work. Please send all documentation to the administrator.

Date	Description of work	Number of Days/Hours completed

I verify that the above information is a correct representation of the time worked for this period, and represents 100% of my time worked. Please return this form to the administrator to review and forward for reimbursement.

EMPLOYEE signature: _____ Date: _____

Budget Code: _____