ADDED DUTY CONTRACT
Certificated Employees

SA-3

The teacher agrees to perform coaching or sponsorship as specified by the Principal/Site Administrator at _____.

In consideration, the parties agree to:

1. A supplement of $_____ shall be paid.

2. This supplement is for _____ coach or sponsor.
   Activity

3. The added duty compensation will be paid in two equal installments - the first installment at the midpoint of the activity, and the second at the conclusion of the activity unless site administrator indicates alternate dates.

4. All federal, state and local taxes will be deducted from the paycheck prior to issuance.

5. Indicate SA Stipend Schedule Step: **Step 1** **Step 2** **Step 3** **Step 4** **Step 5**

6. Alaska School Activities Association (ASAA) /National Federation coaching certification is required for **all** athletic activity supervision. Please indicate below if you have completed this certification.

_____ I **am** ASAA certified. _____ I **am not** ASAA certified

If you are not, you must receive this certification to begin practice for the activity. The cost for this course is $105. This cost will also be reimbursed upon successful completion of all three components. (http://asaa.org/coaches/coaches-education/)

Acceptance

I hereby accept this added duty contract and conditions contained herein.

_____ _____
Acceptance Date Employee

_____ _____
Social Security Number Employee Signature

On-Site Validation

Site Administrator's Signature: _____ _____
Date

District Office Validation

BSSD Student Activities Director: _____ _____
Date

Superintendent's Signature: _____ _____
Date

Coding: __100- - 700 – 000 - 316____ Payment dates: 1st_____
2nd_____