



GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: **March 25, 2025**

TITLE: **Approval of Addenda Evaluation Instrument, Addenda Duty Description, and Addenda Application**

BACKGROUND:

On October 1, 2024, Amphitheater Governing Board members reviewed several proposed documents relating to District addenda. The documents included a draft of the duties/responsibilities associated with District addenda. In addition to the draft document outlining the duties of staff, a draft application for site flex addenda and an evaluation instrument, was submitted to the Governing Board for feedback.

Subsequent to the presentation to the Governing Board, district administration sought additional feedback from site administration to determine what, if any, changes or additional recommendations were necessary. Through the feedback process, site administration recommended adding clarifying verbiage to the description of duties. Site administration also suggested adding a “Not Observed” column that would specifically pertain to staff members other than head coaches, directors, etc. Through the discussion with site administrators, it was also established that site administration should specifically seek the feedback of event coordinators, head coaches, and other district personnel that could support constructive feedback as part of the evaluation process.

Recommended additions are reflected in [blue](#) and deletions in [red](#) on the Student Activities Addenda Duties and Responsibilities (Draft 4) and the Addenda Evaluation Instrument (Draft 6).

RECOMMENDATION:

This item is presented to the Governing Board for approval.

INITIATED BY:

Matthew Munger
Associate Superintendent for Secondary Education

Date: March 17, 2025

Todd A. Jaeger, J.D., Superintendent