

**INDEPENDENT SCHOOL DISTRICT #829**  
**Waseca Public Schools**  
**GENERAL WORK AGREEMENT**

The School Board of Independent School District #829, Waseca County, Waseca, Minnesota, at a board meeting on \_\_\_\_\_, 2024, enters into this agreement with:

Name: RACHEL KLUVER-WEM

For the position of: DISTRICT WIDE OCCUPATIONAL THERAPY

The above-named person shall faithfully perform the services prescribed for this position by the School Board, or its designated representative, during the life of this agreement.

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Hourly Rate: \$38.72

Hours Per Day: Up to 50.5 hrs

Dates: June - August

Student Days: As Needed

Prep Hours: 1 hr prep per 6 hrs of direct student contact

Progress Prep Hours: 2 hrs total for all districts combined

Days of the Week: As Needed

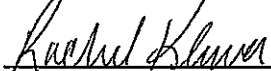
**Please complete a timecard.** Employee will be paid according to hours worked per the timecard. Employee will not be paid for time absent unless using eligible leave if applicable and allowed per Collectively Bargained Agreement.

Timecards are due in the District Office on the 1<sup>st</sup> and 16<sup>th</sup> of every month. If the work is done during the pay period from the 1<sup>st</sup> to the 15<sup>th</sup> of the month, timecards are due on the 16<sup>th</sup>. If the work is done during the pay period from the 16<sup>th</sup> to the 31<sup>st</sup> of the month, timecards are due on the 1<sup>st</sup> of the following month.

The District realizes that situations may occur that are out of the ordinary. Due to this fact, timecards must be turned in no later than one month after the work has been completed.

All timecards from June must be turned in by July 1<sup>st</sup>. If June timecards are turned in after July 1<sup>st</sup>, the employee must wait for payment until a fiscal final payout is run later in the summer. This date will be determined by the District Office.

IN WITNESS WHEREOF, we have hereunto subscribed our signatures:



EMPLOYEE

6-07-24  
DATE



SCHOOL BOARD CHAIRPERSON



SCHOOL BOARD CLERK

DATE

Date

WEM School Board Chairperson

WEM School Board Clerk