

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 \_\_\_\_\_, 2020, enters into this agreement with:

**Rachel Kliver for the position of Summer School Special Ed - Occupational Therapy(WEM)**

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.

Hourly Rate: \$36.53

Maximum Hours: up to 12 hrs.  
Prep hours: 1 hr per 6 hrs direct student contact

Student Days: varies

TOTAL: varies

Dates: June 2020 to August 2020  
BUDGET SOURCE: 01-006-404-506-000-151

NOTES:

1. No leave usage is allowed.
2. **Please complete a timecard.** Employee will be paid according to hours worked per the timecard.

Timecards are **DUE** in the District Office on the 1st and 16th of every month.  
If the work is done during the pay period from the 1st to the 15th of the month, timecards are due on the 16th. If the work is done during the pay period from the 16th to the 31st of the month, timecards are due on the 1st 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 1st. If June timecards are turned in after July 1st, the employee must wait for payment until a fiscal final payroll is run later in the summer. This date will be determined by the District Office.

IN WITNESS WHEREOF, we have hereunto subscribed our signatures:

Rachel Kliver  
EMPLOYEE

\_\_\_\_\_  
SCHOOL BOARD CHAIRPERSON

13150 345<sup>th</sup> Ave  
EMPLOYEE ADDRESS

\_\_\_\_\_  
SCHOOL BOARD CLERK

Waseca, MN 56093  
EMPLOYEE CITY, STATE, ZIP

\_\_\_\_\_  
DATE

7-17-20  
DATE