

# **ASSISTANT TO THE ACTIVITIES DIRECTOR CONTRACT**

THIS AGREEMENT entered into between **INDEPENDENT SCHOOL DISTRICT NO. 316, Greenway Schools**, hereinafter referred to as "**School District**", and **JOHN PETERSON**, hereinafter referred to as "**Employee**".

## **RECITALS**

The parties hereto recite and declare as follows:

- A. **School District** has a position of Assistant to the Activities Director to assist the Activities Director with regard to the multiple responsibilities of that position;
- B. **Employee** is retired from the **School District** as a teacher and desires to be employed by **School District** in this position;
- C. **School District** wishes to employ **Employee** in the position of Assistant to the Activities Director;
- D. The parties desire to set forth and describe the terms and conditions of their employment relationship.

**NOW, THEREFORE, FOR THE REASONS SET FORTH ABOVE AND IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES OF THE PARTIES HERETO, THE PARTIES COVENANT AND AGREE, AS FOLLOWS:**

### **I.**

#### **EMPLOYMENT – TITLE**

**School District** agrees to employ **Employee** in the position of Assistant to the Activities Director, and **Employee** agrees to accept such employment for the 2024-2025 school year.

**II.**

**DUTIES**

The Assistant to the Activities Director job description is attached hereto as Exhibit A and made a part hereof by this reference. The immediate supervisor of **Employee** shall be the Activities Director/Superintendent of **School District**.

**School District** shall have the total discretion and authority to set, establish, define, or redefine **Employee's** job duties and responsibilities during the term of this contract, and **Employee's** specific duties and responsibilities may be changed, altered or added to those set forth in the job description attached as Exhibit A.

**Employee** will work 25 hours per week for 36 weeks during the term of this agreement. **Employee** will complete a weekly timesheet.

This is not a licensed position and **Employee** does not require any licensure.

**III.**

**AT-WILL AGREEMENT**

This is an at-will agreement and **Employee** shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2025, unless the contract or agreement is renewed or extended in writing and upon approval of **School District's** Board.

**IV.**

**COMPENSATION**

**Employee's** compensation during the term of this contract shall be as follows: Employee will receive a total of \$20,541 for the 2024-2025 SY to be paid as agreed upon by both parties. No district benefits are available with this position. Statutory deductions will be taken as required by law.

**CELL PHONE EXPENSE**

The Assistant to Activities Director shall be enrolled in ISD 316'S Communication Device Stipend Plan for business use of their personal cell phone.

**VI.**

**TITLES OF PARAGRAPHS**

The various titles to the paragraphs in this agreement are used solely for convenience and they shall not be used for the purpose of interpreting or construing any word, clause, paragraph, or subparagraph of this Agreement. Any ambiguities in this contract shall not be construed against either party.

**SCHOOL DISTRICT:  
INDEPENDENT SCHOOL DISTRICT NO. 316,  
GREENWAY SCHOOLS**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**EMPLOYEE**

*John Peterson*  
\_\_\_\_\_

**JOHN PETERSON**

*July 8, 2024*  
\_\_\_\_\_  
Date

