

## SUPPLEMENT PERFORMANCE RESPONSIBILITIES

**TITLE:** Art Teacher

**REPORTS TO:** Principal

**SUPERVISES:** Students

**JOB GOAL:** Plan and coordinate art opportunities for students that occur during and after the normal work day.

A supplement is to be paid for participation of 4 documented art activities beyond the school day. If less than 4 activities are documented, the supplement amount will be prorated based on the number of documented activities.

### LIST FOUR ACTIVITIES BEYOND THE SCHOOL DAY:

1. \_\_\_\_\_  
(Event) (Date) (Time)
2. \_\_\_\_\_  
(Event) (Date) (Time)
3. \_\_\_\_\_  
(Event) (Date) (Time)
4. \_\_\_\_\_  
(Event) (Date) (Time)

### EMPLOYMENT TERMS (please choose one)

Ten Months: \_\_\_\_\_ Full Time: \_\_\_\_\_ \*Part-Time: \_\_\_\_\_

\*Part-time teachers are eligible for the full supplement if they participate in 4 activities beyond the school day.

**EVALUATION:** Principal

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Fine Arts Curriculum Specialist)

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Principal's Signature/School Name)

Agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Employee's Signature)

Employee Name: \_\_\_\_\_ Employee ID: \_\_\_\_\_  
(Please Print Name)

**IRS REGULATIONS REQUIRE A WITHHOLDING RATE OF 28% ON ALL SUPPLEMENTAL PAY AS OF JANUARY 1, 1994**