

**NOTIFICATION OF EXTRA-DUTY ASSIGNMENT**

This notification is to formalize your assignment to the extra-duty position of \_\_\_\_\_  
\_\_\_\_\_ for the 20\_\_-20\_\_ school year.

Your compensation for this assignment will be \$\_\_\_\_\_ and will be paid as follows:

\_\_\_\_\_  
\_\_\_\_\_.

As an extra-duty assignment, employees of Fremont County School District Number #38 do not acquire tenure or continuing contract status in any extra-duty assignments. The Superintendent and/or Board of Trustees retains the sole and exclusive right to terminate this assignment at any time without the requirement of stating a reason or holding a hearing regarding the decision to terminate the assignment. In the event of a termination prior to completion of the assignment, your extra-duty compensation as set forth above shall be pro-rated based upon the proportionate part of the assignment that has been completed.

If you have any questions or need any assistance, please consult the administrator in charge of the program that you have been assigned to. For questions regarding payment, you may contact the Business Office.

DATED: \_\_\_\_\_

\_\_\_\_\_  
SUPERINTENDENT