



ONC BOCES Curriculum Writing Contract

Teacher: _____ School Year: _____

Teacher Signature: _____

Purpose: *(Attach another sheet if necessary)*

Criteria for curriculum work approved days.

1. You must complete this form and return it to your Principal/Supervisor for approval. Your work must be pre-approved prior to performing the work.
2. The board appointment will state "up to" a number of assigned days for curriculum work. This does not guarantee that you will receive all of the approved days that were approved on the board agenda/addenda. All days worked must be pre-approved by your direct supervisor as noted above. When you do receive approval by the Principal/supervisor and are board approved for curriculum development and/or program approval work you receive a daily stipend as per contract.
3. At the completion of each approved curriculum day you will need to provide your completed project for verification of completion in order to receive payment for that day. You must submit proper paperwork for approval and payment.

Approval Signatures

Principal Approval _____ Date _____

Asst. Superintendent for Student
Programs Approval _____ Date _____

Board Meeting Date Approval: _____