

Notice of Assignment

At - Will Employee
Summer Maintenance

Date: May 13, 2022


To: Cheryl Strand

From: South Koochiching/Rainy River ISD #363

1. The basic assignment associated with this at-will position is to provide assistance to the individual(s) responsible for the maintenance of the school grounds and general upkeep of the school buildings. Work associated with this position shall include but not be limited to cleaning, and painting in the school building during the summer months. Work shall be limited to no more than 32 hours per week unless there is prior administrative approval for additional time.
2. Ms. Strand will need to submit a payroll voucher. An hourly wage at the rate of \$14.50 per hour worked will be paid to Ms. Strand. There are no additional benefits associated with this position.
3. This is an at-will assignment and not subject to the terms of any bargaining agreement.
3. Modifications or adjustments in the above assignment and compensation can be made by School District directive.

I hereby agree to the above assignment.


Signature of Assignee


Signature of Superintendent

Original Personnel File

Cc: Assignee _____

B Mgr  _____

Payroll _____