

**INDIGENOUS STUDIES COORDINATOR/HOMELESS LIASON  
EMPLOYMENT CONTRACT  
SOUTH KOOCHICHING-RAINY RIVER SCHOOL DISTRICT #363**

The purpose of this agreement is to set forth the basic agreement covering rate of pay, hours of work, and conditions of employment.

The District and Steph Skaret mutually agree to amend the termination date of this current contract from June 30, 2023 to August 30, 2023.

I. Period of Time Covered by this Agreement and

This contract is effective beginning January 31, 2021 and terminating on ~~June 30, 2023~~ August 30, 2023. The Indigenous Studies Coordinator shall work on days school is in session for the licensed staff plus a total of 20 days during the summer months. During the school year, the Indigenous Studies Coordinator workday shall begin at 8 AM and end at 4:00 PM with a 30-minute duty free lunch period. The 20-day summer work assignment will be determined by District administration with input from the Indigenous Studies Coordinator. The Indigenous Studies Coordinator will log the 20 summer days with a description of the work completed during those days. This log will be submitted to District Administration at the end of the summer.

II. Supervision:

The immediate supervisor of the Indigenous Studies Coordinator shall be the Northome School's building Principal. The District Superintendent will also have responsibilities associated with the supervision of this position.

III. Job Duties:

See the job description.

IV. Benefits:

1. Health and Hospitalization Insurance Coverage  
The School District will pay 100% of the cost of single coverage. If family coverage is selected, the District will provide the same benefit as provided by the classified contract.
2. Life Insurance  
The District Shall will pay 100% of the life insurance premium as found in the classified contract.
3. Dental Insurance  
The Indigenous Studies Coordinator shall receive dental insurance when the District approves dental insurance for other employees. The District's contribution will be at the same contribution rate as for other employees.
4. Compensation for Expenses  
Upon prior approval of the Superintendent and in connection to the assigned duties of this position, the Indigenous Studies Coordinator will be compensated for such incurred expenses as mileage, meals and lodging at the rates set by the School Board.
5. Sick Leave  
The Indigenous Studies Coordinator shall earn 15 days of sick leave credit per year. Sick leave may be used according to M.S.181.9413. Unused sick leave shall accumulate to a maximum of ninety days.
6. Personal Leave

The Indigenous Studies Coordinator shall have two (2) paid personal leave days per contract year. Unused personal leave days will not carry over into the next year. The Indigenous Studies Coordinator can submit a voucher at the end of the year to receive reimbursement for any unused person leave. Reimbursement shall be at a rate of \$50 per 8 hour day.

7. Other Leaves

The Indigenous Studies Coordinator shall qualify for Jury Duty, Funeral Leave and Child Care Leave as found in the classified contract.

V. Salary:

The Indigenous Studies Coordinator shall be paid based on an annual salary of:

1/31/22--6/30/22 Prorated daily rate based on a \$40,000 salary

7/01/22—6/30/2023 \$40,000 Yearly Salary

VI. Evaluation

During the period of this agreement, then Indigenous Studies Coordinator will be evaluated at least annually by the Superintendent or Principal.

VII. Entire Agreement and Modification

The terms of this agreement constitutes the entire agreement and understanding between the School District and Employee. Neither party has relied on any oral or written promises or inducements in entering into this agreement. This agreement supersedes any and all prior oral or written agreements and understandings relating to the Employee's employment with the School District. This agreement may be modified or amended only by a written amendment signed by both parties.

VIII. Contract Termination

This contract may be terminated by the Indigenous Studies Coordinator, at any time, with a two-month written notice. This contract will be reviewed for renewal or nonrenewal at the end of the contract date.

The Indigenous Studies Coordinator shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this agreement, abide by the rules, regulations and policies as established by the School Board and the State of Minnesota. Failure to do so will be grounds for termination by the School District.

This agreement shall be effective only upon signature of the chairman and clerk of the School Board after authorization for such signature has been taken by the School Board with appropriate action recorded in its minutes.

\_\_\_\_\_  
Indigenous Studies Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Date