South Koochiching-Rainy River School District #363
Northome School

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PO Box 465
Northome, MN 56661

Phone: 218-897-5275
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www.northome.k12.mn.us

11/3/2026

**Nicole Pula**
Kelliher, MN 56650

**Subject: Job Offer – Long-Term Substitute Wellness Coordinator**

Dear Nicole Pula,

We are pleased to offer you the position of Long-Term Substitute Wellness Coordinator with South Koochiching Rainy River ISD #363 for the 2026-27 school year with a position start date of November 4th, 2026.

In this role, some of your responsibilities will include the following:

- Screen children to determine health-related needs.
- Administer medication.
- Provide first aid as needed.
- Maintain student health records.
- Perform other duties as assigned by the Superintendent or administration.
- Collaborate with staff, administrators, and the community to support student well-being.

This offer is contingent upon:

- Approval by the School Board.
- Successful completion of a background check and all district hiring requirements.

Your starting hourly wage will be $26.00 per hour, subject to applicable benefits and deductions.

We appreciate your willingness to contribute your expertise in this capacity and look forward to you supporting student success. **Please indicate your acceptance of this assignment by signing and returning this letter by 11/10/26.**

If you have any questions, please feel free to contact me at 218-897-5275 ext. 153 or tlere@northome.k12.mn.us

Sincerely,

Tara Lere

Tara Lere
Superintendent

**Acceptance of Assignment**

I, Nicole Pula, accept the job offer as a Long-Term Substitute Wellness Coordinator under the terms outlined in this letter.

Signature: _____

Date: _____