MARTIN LAW FIRM PLLC
11841 DUNHILL ROAD, EDEN PRAIRIE, MN 55344
JMARTINLAWFIRM@GMAIL.COM
612-581-8450

November 17, 2026

Jake Karnopp
Board Chair
ISD No. 14, Fridley Public Schools
6000 West Moore Lake Drive
Fridley, MN 55432

VIA EMAIL

Re: Engagement of Martin Law Firm PLLC for Investigation

Dear Board Chair Karnopp:

Thank you for retaining Martin Law Firm PLLC to conduct an investigation regarding a matter at ISD No. 14, Fridley Public Schools ("District"). We are committed to providing you with high quality services that are responsive to the needs of the District. Our law firm policy requires that the parties execute a written engagement agreement to assure a clear understanding of the terms and conditions of this firm's investigative services.

Points of Contact and Scope of Investigation

The Board Chair, Interim Superintendent, and District legal counsel will serve as the District's primary points of contact with Martin Law Firm PLLC with respect to this investigation. Martin Law Firm PLLC will take direction from the Board's authorized representative or representatives with respect to questions regarding the scope of the investigation.

Fees

Unless otherwise agreed in advance, all work performed for or on behalf of the District to conduct investigative services will be charged at an hourly rate based upon time actually spent. My hourly rate for this investigation is $275.00.

Costs and Expenses

In addition to our fees, the District will be responsible for costs and expenses incurred by Martin Law Firm PLLC in conducting the investigation. These costs and expenses may include long distance telephone/telefax charges, photocopy expenses, messenger expenses, filing fees, postage, bank fees, credit card charges, electronic legal research, travel expenses, and the use of outside court reporters, experts or consultants, if required. The firm will seek prior approval before engaging a court reporter, expert, or consultant for assistance in this investigation. All such expenses and costs will be reasonable and customary and will be invoiced on a pass through basis.

Invoices and Payment

It is the firm's policy to invoice clients at the completion of the interview of witnesses and then again following submission of a final report. Unless other arrangements are made in advance, payment is expected to be made within thirty (30) days of the invoice date. Balances more than thirty (30) days old are subject to a LATE PAYMENT CHARGE of one and one half percent (1.5%) per month or (18% per annum) from the original invoice date.

Delinquent Accounts

If our fees, costs or expenses are not timely paid, we may decline to take further actions or otherwise advance the matters upon which we are working on behalf of the District until satisfactory arrangements have been made. If satisfactory arrangements are not made, we reserve the right to withdraw from this investigation in accordance with ethical restrictions imposed upon the firm by the applicable rules of professional conduct. The District agrees to pay reasonable attorney fees, court costs and other expenses incurred in connection with or in any way related to the collection of any delinquent amount owed us.

Withdrawal

The District may discharge the firm at any time for any reason, subject to payment of any final and/or outstanding billings. The firm may refuse to proceed with or withdraw from conducting the investigation with the District's consent or for good cause including, without limitation, a delinquent account subject to ethical restrictions imposed upon the firm by the applicable rules of professional conduct. Good cause includes a breach of this contract, including failure to pay the firm's invoices when due or the District's refusal to cooperate with the firm, or any other fact or circumstance that would render the firm's continuing services unlawful or unethical. If Martin Law Firm PLLC chooses to terminate its services, reasonable notice will be provided to the District.

Outcome Not Guaranteed

It is acknowledged that the results of any legal matter or proceeding cannot be guaranteed and that no representations have been made about the outcome of this case or matter, or the outcome of any future negotiation, litigation or proceeding. Martin Law Firm PLLC is <u>being retained only as a neutral, third party investigator</u> and will not be providing legal advice to the District, witnesses or the respondents in this matter. Martin Law Firm PLLC will provide conclusions based upon the evidence gathered during the course of the investigation.

Data and Confidentiality

The Parties acknowledge and agree that the requirements of Minn. Stat. § 13.05, Subd. 11 apply or may apply to this Agreement.

Other

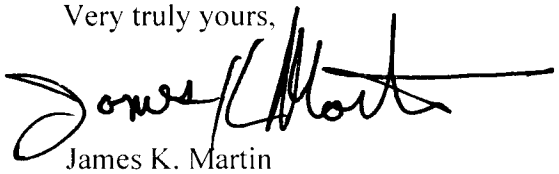
Martin Law Firm PLLC will gladly provide the District with an estimate of the fees and costs expected in connection with any work performed on its behalf. It should be recognized, however, that the effort and expenses that are ultimately required may result from factors over which there is little or no control including, without limitation, actions and responses by opposing counsel or other parties, or even the District. Accordingly, an estimate can and will only reflect the best effort to quantify the time and expense expected to be incurred. An estimate does not constitute a fixed or maximum fee.

Hopefully, this letter removes any question or uncertainty the District may have about terms and conditions for this firm providing services for the District. Questions may exist about the firm's services, both now, and in the course of the investigation. If so, please feel free to discuss any aspect of the investigation with me, including the invoices sent to the District.

I appreciate your consideration of this firm. If the terms of engagement set forth in this letter are acceptable, kindly have the enclosed copy of this letter counter signed and dated where indicated and return it to me.

Thank you again for your confidence and consideration.

Very truly yours,



James K. Martin
Martin Law Firm PLLC
jmartinlawfirm@gmail.com
612-581-8450

THIS AGREEMENT CONSTITUTES A LEGALLY BINDING CONTRACT BETWEEN MARTIN LAW FIRM PLLC AND ISD NO. 14, FRIDLEY PUBLIC SCHOOL DISTRICT, GOVERNING THE FEE ARRANGEMENT BETWEEN THESE PARTIES. BEFORE SIGNING THIS AGREEMENT, PLEASE READ THE RETAINER AGREEMENT CAREFULLY, AND BE SURE YOU UNDERSTAND ALL OF ITS PROVISIONS.

I hereby acknowledge that I have read and understand this Agreement. On behalf of ISD No. 14, Fridley Public School District, I agree to accept investigative services by Martin Law Firm PLLC in accordance with the terms and conditions of this Agreement.

ISD NO. 14, FRIDLEY PUBLIC SCHOOLS

Dated: _____

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By: Jake Karnopp
Its: School Board Chair