MEMORANDUM OF UNDERSTANDING
TEACHER ON SPECIAL ASSIGNMENT - MS/HS BUILDING COORDINATOR

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into between Independent School District No. 2689, Pipestone Area Schools ("District"), the applicable exclusive representative ("Association"), and Michael Slaba ("Teacher"), collectively the "Parties."

WHEREAS, Article XVI of the Master Agreement provides for the reassignment of an employed teacher to a non-classroom Teacher on Special Assignment ("TOSA") position to provide leadership or coordination for an educational program of the District;

WHEREAS, the District requires temporary building-level coordination and leadership for the Middle School/High School;

WHEREAS, Teacher has been employed as a middle school/high school science school teacher in the District and is properly licensed by the State of Minnesota, and;

WHEREAS, pursuant to Article XVI of the Master Agreement, the District and the Teacher mutually agree that the Teacher will temporarily serve as the MS/HS Building Coordinator as a TOSA, and the District will arrange substitute coverage for the Teacher's regular teaching assignment during the TOSA assignment; and

WHEREAS, the Parties intend this MOU to constitute the written agreement describing the Teacher's temporary TOSA duties and compensation under Article XVI of the Master Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. Pursuant to Article XVI of the Master Agreement, effective July 1, 2025, the District and the Teacher mutually agree that the Teacher will temporarily serve as the MS/HS Building Coordinator. This is a temporary non-classroom special assignment to provide leadership and coordination during the principal's absence.

2. During the temporary assignment, the District will arrange substitute coverage for the Teacher’s regular teaching assignment.

3. The Teacher will perform the following duties during the temporary assignment:

    a. Provide leadership, coordination, instructional support, and other building-level services for the Middle School/High School;
    b. Perform duties assigned by the Superintendent consistent with the temporary MS/HS Building Coordinator role; and
    c. Perform other related duties as assigned.

4. The TOSA assignment will begin November 11, 2026 and continue while the District requires temporary MS/HS building coordinator coverage due to the principal's leave. The assignment will end upon the principal's return or on an earlier or later date determined by the School Board based on the District's program and personnel needs. Nothing in this MOU guarantees the TOSA assignment for any minimum duration or creates a right to continued employment in the coordinator role.

5. Consistent with Article XVI, Section 6 of the Master Agreement, the Teacher will continue to receive fringe benefits and other contractual benefits provided under the Master Agreement. For each day worked in the TOSA assignment from November 11, 2026 through December 4, 2026, the Teacher's compensation will be calculated at a per diem rate of $430.00. If the principal has not returned and the TOSA assignment continues on or after December 7, 2026, the Teacher's compensation will be calculated at a per diem rate of $440.00 for each day worked in the TOSA assignment beginning December 7, 2026. These per diem rates constitute the Teacher's total salary compensation for days worked in the TOSA assignment and are not additional to the Teacher's regular daily teacher salary.

6. The Teacher will remain a teacher and bargaining-unit member during the TOSA assignment. Except for the temporary assignment and compensation expressly addressed in this MOU, the Teacher's terms and conditions of employment will continue to be governed by the Master Agreement. Consistent with Article XVI, Section 7, the Teacher will continue to earn experience credit and seniority as if regularly employed as a teacher in the District.

7. At the conclusion of the temporary assignment, the Teacher will return to his prior teaching assignment consistent with Article XVI of the Master Agreement.

8. This Memorandum of Understanding does not set a precedent or establish a past practice for other teachers or future similar situations in the District.

The undersigned state that they have read, understand, and agree to the terms of this Memorandum of Understanding.

INDEPENDENT SCHOOL DISTRICT NO. 2689	PIPESTONE AREA EDUCATION ASSOCIATION
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

TEACHER
Michael Slaba: _____
Date: _____