

INDEPENDENT SCHOOL DISTRICT NO. 676
DEAN OF STUDENTS CONTRACT
2023-2024 and 2024-2025 SCHOOL YEARS

The Board of Education of Independent School District No. 676, Badger, Minnesota (School “District”) enters into this agreement with Stacey Warne (“Employee”) who agrees to perform the duties of Dean of Students, Assistant Athletic Director and District Assessment Coordinator.

The following provisions shall apply and are part of this contract:

I. Basic Services:

Employee shall faithfully perform the Dean of Students, Assistant Athletic Director, and District Assessment Coordinator services prescribed by the School Board and Superintendent whether or not such services are specifically described in this contract or in a general job description. Employee shall also abide by all applicable rules, regulations and policies as established by the School Board and the State Board of Education and any additions or amendments thereto, for the annual salary and benefits outlined in this contract.

II. Duration:

The term of this contract will commence on July 1, 2023 and end on June 30, 2025. This contract shall remain in full force and effect during its term, except if modified in writing by mutual consent of the School Board and Employee or unless terminated by the District as provided by law or upon both parties mutual agreement.

III. Duty Day:

Duty days shall mean those days when Employee is expected to be on duty providing his contractual services. Vacations and legal holidays recognized on the school calendar are not duty days. Employee will be expected to work 200 total duty days each school year. Employee will be considered an exempt employee for purposes of the Fair Labor Standards Act, and must work the number of hours required to perform assigned job duties.

IV. Salary:

1. Employee shall be paid a salary of \$72,144 for the 2023-2024 school year and \$75,435 for the 2024-2025 school year for acting as Dean of Students. The salary shall be paid in semi-monthly equal installments during the contract year for a total of twenty-four (24) payments.
2. Additional compensation for Assistant Athletic Director salary shall be \$2,900 for each contract year.
3. Additional compensation for District Assessment Coordinator shall be \$2,900 for each contract year.

V. Paid Time Off

Subd. 1: Employee will receive eighteen (18) days of paid time off (PTO) each year during the term of this contract.

Subd. 2: Unused PTO days may accumulate to a maximum credit of one hundred thirty five (135). If Employee has accrued the maximum number of PTO days, Employee will be paid will be paid at a rate of \$130.00 per day for each day over the maximum in 2023-2024 and \$140.00 ~~\$120.00~~ per day for each day over the maximum in 2024-2025. If Employee has accrued the

maximum number of PTO days and elects to directly invest it in his 403b or Health Savings Account, he will receive an additional \$10.00 per day for each day over the maximum each year.

Subd. 3: Should Employee leave employment of the School District, other than for a leave of absence or the School District's termination of this contract, Employee shall be paid at a rate of \$90 per day for 2023-2024 and \$100 per day for 2024-2025 for unused PTO upon separation from employment. Employee will not receive any compensation for unused PTO days in the event the School District terminates this contract.

New! Subd. 4: e-Learning Days (reference Minn. Stat. §§ 120A.414): If the Employee was pre-approved to use PTO on a specific student contact day, prior to the announcement of the same day transitioning to e-Learning, he will have the option to continue to take the pre-approved PTO or rescind the PTO request due to the e-Learning day announcement.

VI. Insurance:

Section 1 Medical Hospitalization Insurance:

The School District shall contribute a sum not to exceed \$30,666 per year toward the cost of the premium for family coverage for Employee provided he qualifies for and is enrolled in the School District's group health and hospitalization plan. Any additional cost of the premium will be borne by the Employee and paid by payroll deduction.

If the Minnesota Healthcare Consortium (MHC and NWSC) Medica Passport 100-0% Plan is no longer an option available after the 2023-2024 school year within the School District's group health and hospitalization plan, then the District's maximum contribution will not exceed the cost of the most expensive available full family insurance premium within the School District's group health and hospitalization plan, or \$30,666 whichever is less.

If the Minnesota Healthcare Consortium (MHC and NWSC) Medica Passport 100-0% Plan is no longer an option available after the 2023-2024 school year within the School District's group health and hospitalization plan or the Employee chooses to enroll in a Health Savings Account (HSA) eligible plan, then by mutual consent then this article VI. Insurance of the contract may be modified by mutual consent.

Section 2 Dental Insurance:

The School District shall contribute \$30 per month toward the cost of the premium for dental insurance coverage for Employee provided he is enrolled in the School District's dental insurance plan. Any additional cost of the premium will be borne by the Employee and paid by payroll deduction.

VII. 403b Contribution:

The School District shall contribute \$1,300 in contract year 2023-2024 and \$1,400 in contract year 2024-2025 to a 403b plan providing the Dean of Students contributes an equal amount to the plan.

VIII. Professional Growth:

The School Board will pay the dues for the Employee to belong to local, state and national professional organizations where such membership will serve the best interests of the School District. Accordingly, the School District will pay such membership dues for organizations as are required, directed, or permitted, by the School Board. The Employee shall present appropriate statements for approval as provided by law.

IX. Supervision Duties:

Employee will help supervise school activities/events without reimbursement and such supervision assignments will be coordinated with the Superintendent.

X. Additional Compensation:

Employee will received a stipend in the amount of \$75.00 per month for use of personal cell phone for school business.

Employee shall perform the services prescribed by the School Board and Superintendent whether or not such services are specifically described in this contract or in a general job description.

This contract shall be effective only upon signature of the officers of this School Board after authorization for such signature was taken by the School Board in appropriated action recorded in its minutes.

IN WITNESS WHEREOF, I have
subscribed my signature this
____ Day of _____, 2023.

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subscribed my signature this
____ Day of _____, 2023.

Dean of Students

Chair

Clerk