

**INDIGENOUS STUDIES COORDINATOR
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 by and between Independent School District 363 and Melissa Hagberg.

I. Period of Time Covered by this Agreement

This contract is effective beginning November 10, 2025 and terminating on June 30, 2026. The Indigenous Studies Coordinator shall work 180 days while school is in session for licensed staff plus a total of 5 days prior to June 30, 2026.. During the school year, the Indigenous Studies Coordinator workday shall begin at 8 AM and end at 3:45 PM with a 30-minute duty free lunch period. The summer work assignment will be determined by District administration according to the Summer School schedule, with input from the Indigenous Studies Coordinator. The Indigenous Studies Coordinator will log the additional 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 District will pay health and hospitalization insurance as found in the licensed staff contract.
2. **Life Insurance**
The District Shall will pay 100% of the life insurance premium as found in the licensed staff 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/ESST**
Same as licensed staff contract for July 1, 2025 through June 30, 2026
6. **Personal Leave**
Same as licensed staff contract for July 1, 2025 through June 30, 2026

7. Other Leaves

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

V. Salary:

The Indigenous Studies Coordinator shall be paid based on an annual salary of: \$38,797.65 for November 10, 2025 through June 30, 2026

VI. Evaluation

During the period of this agreement, the 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.

IX. Pay Deduction

Whenever pay deduction is made for the Indigenous Studies Coordinator absence, the annual salary divided by the number of duty days shall be deducted for each day's absence.

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