

# NEW HIRE INFORMATIONAL SHEET

Non-Union Staff

Name: **Ryan Skow**

Position: **JV Baseball Coach**

Status:

☐ full-time

☒ part-time

☐ hours per week

☐ start/end times

First date of employment: **March 11, 2024**

Salary: \$2,940

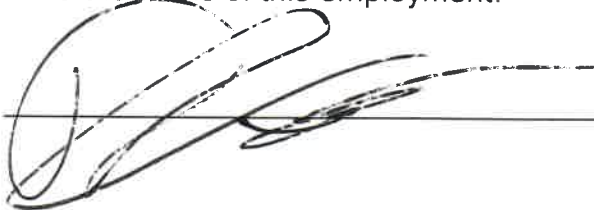
Benefits, if any (insurances, vacation, sick leave, personal/discretionary leave, etc.): **none**

Terms of employment:

1. At the employer's discretion, any change in funding or need of this position may cause its reduction or elimination.
2. All new employees will be required to complete **within 30 days** the blood borne pathogen, sexual harassment, anti-bullying, and employee right to know training as advised by the District Office.

I understand the terms of this employment.

Signed



Date

3/6/2024

# NEW HIRE INFORMATIONAL SHEET

Bus Driving Staff

Name: **Jean Mulholland**

Position: **Trip Bus Driver**

Status:

  x   part-time

 1-4  hours per trip

First date of employment:

Salary step: **\$20.90 per hour**

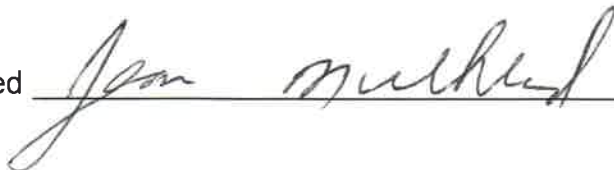
Benefits, if any: see contract

Terms of employment:

1. At the employer's discretion, the employee may be assigned to another bus driving route.
2. At the employer's discretion, the employee's hours may be changed (time of day, increase or decrease).
3. At the employer's discretion, any change in funding or need of this position may cause its reduction or elimination.
4. All new employees will be required to attend blood borne pathogen, employee right to know, sexual harassment, bullying, and bus behavior training as advised by the District Office.

I understand the terms of this employment.

Signed



Date

2-7-2024

# NEW HIRE INFORMATIONAL SHEET

Licensed Staff

Name: **Tyffanie Heublein**

Position: **HS Ag Education Teacher**

Status: **1.0 FTE**

First date of employment: **August 23, 2024 or earlier (depending upon FFA & new teacher workshop)**

Salary step: **BA Step 4 \$49,473, 10 Extended Contract Days \$2,674.20, FFA \$4,913, New Teacher Workshop Days \$ 30.83 per hour**

Benefits, if any (insurances, sick leave, personal/discretionary leave, etc.):  
**See DEEA Master Contract.**

Terms of employment:

1. This employee follows the Dover-Eyota Education Association contract.
2. Whether or not the employee joins the DEEA and/or pays dues is between the employee and the union.
3. Wages are paid around the 25<sup>th</sup> of each month and are divided into 12 payments.
4. At the employer's discretion, the employee may be assigned to another position/area/building.
5. At the employer's discretion and with proper notification, the terms of employment may be changed.
6. At the employer's discretion, any change in funding or need of this position may cause its reduction or elimination.
7. First year teaching staff will be required to attend an additional New Staff In-service in August.
8. All new employees will be required to attend blood borne pathogen, employee right to know, anti-bullying, sexual harassment training as advised by the District Office.
9. Employees are responsible to maintaining the appropriate current licensure at all times during employment.

I understand the terms of this employment.

Signed 

Date 3/3/24

# TEACHER CONTRACT FOR MINNESOTA PUBLIC SCHOOL DISTRICTS

The School Board of Independent School District No. 533 of the State of Minnesota, Eyota, Minnesota, enters into this contract, pursuant to M.S. 122A.40 as amended, with **Tyffanie Heublein** a legally qualified and licensed teacher who agrees to be a 1.0 FTE Agriculture Instructor in the public schools of said district during the 2024-25 school year.

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

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rules and regulations as established by the school board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provisions of M.S. 122A.40 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter, this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S. 122A.40.
3. **Duty Year:** The teacher's duty year and PTO days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular or other assignments, subject to established compensation for such services, which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative, if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provisions:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

ADDITIONAL SERVICE	ADDITIONAL COMPENSATION
--------------------	-------------------------

- |   |             |
|---|-------------|
| 1. FFA Advisor                            | \$ 4,913.00 |
| 2. Extended Contract (10 additional days) | \$ 2,674.20 |
| 3.  |             |
| 4.  |             |

7. In consideration thereof, the school board agrees to pay said teacher a salary at **BA Step 4** in accordance of the Master Agreement.

Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board by appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 11<sup>th</sup> day of March, 2024

Teacher



INDEPENDENT SCHOOL DISTRICT NO. 533

ORIGINAL--File Copy  
COPY--Employee's Copy

Chairperson \_\_\_\_\_

Clerk \_\_\_\_\_

# TEACHER CONTRACT FOR MINNESOTA PUBLIC SCHOOL DISTRICTS

The School Board of Independent School District No. 533 of the State of Minnesota, Eyota, Minnesota, enters into this contract, pursuant to M.S. 122A.40 as amended, with **Emily Jacobson** a legally qualified and licensed teacher who agrees to be a 1.0 FTE Instructor in the public schools of said district during the 2024-2025 school year.

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

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rules and regulations as established by the school board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provisions of M.S. 122A.40 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter, this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S. 122A.40.
3. **Duty Year:** The teacher's duty year and PTO days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular or other assignments, subject to established compensation for such services, which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative, if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provisions:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

ADDITIONAL SERVICE

ADDITIONAL COMPENSATION

- 1.
- 2.
- 3.
- 4.
- 5.

7. In consideration thereof, the school board agrees to pay said teacher a salary at **MA Step 3** in accordance of the Master Agreement.

Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board by appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Teacher Emily Lynne Jacobson

INDEPENDENT SCHOOL DISTRICT NO. 533

ORIGINAL--File Copy  
COPY--Employee's Copy

Chairperson \_\_\_\_\_

Clerk \_\_\_\_\_