INDEPENDENT SCHOOL DISTRICT #595
EAST GRAND FORKS, MINNESOTA
July 1, 2026, through June 30, 2027

Name: Michael Dschaak
Title: Director of Buildings & Grounds

I. It is understood that Michael Dschaak shall be employed by Independent School District #595 in the capacity of Director of Buildings and Grounds effective July 1, 2026. He shall be responsible for all of the duties and expectations as described in the School District's Job Description.

In addition to the duties described in the job description, the Director shall devote full-time diligence to his responsibilities. The Director shall be on duty during any emergency unless otherwise excused in accordance with School Board and Administrative Policy.

When either party wishes to terminate this agreement, they shall provide the other party with thirty (30) calendar days prior notice. This notice shall be in writing and delivered through the Superintendent of Schools.

II. Indemnification and Provision of Contract

In the event that an action is brought or a claim is made against the Director arising out of or in connection with the Director's employment, and the Director is acting within the scope of employment or official duties, the School District shall defend and indemnify to the extent permitted by law. Indemnification, as provided in this section, shall not apply in the case of malfeasance in office or willful or wanton neglect of duty, and the obligation of the School District herein shall be subject to the limitations as provided in Minnesota Statutes Chapter 466.

III. Compensation and Benefits

For the performance of the aforementioned duties, the Director shall receive the following compensation and benefits:

A. Health Insurance: The School District shall contribute up to $1,042.42 per month for 2026-27 for coverage in the School District's Group Health and Hospital Plan. If the cost of the plan is lower than the above limits, the School District assumes only the cost of the insurance plan.

B. Dental Insurance: The School District shall contribute up to $122.84 per month for 2026-27 toward the premium costs in the School District's Group Dental Plan. If the cost of the policy is lower than the above limits, the School District assumes only the total cost of the insurance plan.

C. Term Life Insurance: The School District shall provide term life insurance as stipulated in the teachers' Master Contract.

Section 1. The School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claims shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

D. 403(b) Plan: The Director shall be eligible to participate in a tax-sheltered annuity plan through payroll deduction, established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes Section 123B.02, Subd. 15, and School District policy, as well as other applicable laws. After the completion of three full years of employment, the School District shall provide a

403(b) matching contribution of up to 3% of the Director's salary, subject to the maximum allowed by law.

E. Sick Leave: Sick leave shall be earned at the rate of one (1) day for each month of service in the employ of the School District. Notice of accumulated sick leave will be included with the paycheck every three (3) months.

A cash bonus will be awarded on a yearly basis, after five (5) years of continuous employment at 10% of accumulated sick days. The employee shall have the option of requesting that cash bonus or continuing to accumulate sick days. Example: After 5 years, an employee has accumulated 50 sick days. At that time the employee has the option to either collect a cash bonus for the 12 days (at 10%) or add the 12 days to previously accumulated sick days. This will occur yearly based on the previous year's accumulated sick days; therefore, employees may not go back any further than the current year to collect the cash bonus.

Earned Sick and Safe Time (ESST)
The parties acknowledge that the paid sick leave benefits provided under this Agreement meet or exceed the requirements of the Minnesota Earned Sick and Safe Time Act (Minn. Stat. §§ 181.9445–181.9448), as amended.

An employee's accrued paid sick leave under this Agreement shall be available for all purposes authorized by the Minnesota Earned Sick and Safe Time Act. Accordingly, no additional Earned Sick and Safe Time benefits shall accrue or be provided beyond the paid leave benefits established by this Agreement.

The District reserves the right to administer paid sick leave in a manner consistent with applicable law. If the Minnesota Earned Sick and Safe Time Act is amended or interpreted in a manner requiring changes to this provision, the District may implement those changes necessary to maintain compliance with applicable law. To the extent permitted by law, the paid sick leave benefits provided under this Agreement shall be applied toward satisfying the District's obligations under the Act.

F. Paid Family and Medical Leave (PFML) Contributions
Effective with the implementation of Minnesota Paid Family and Medical Leave (PFML), the District shall pay 0.44% of the employee's PFML premium contribution, and the employee shall contribute the remaining 0.44% through payroll deduction, for a total premium contribution of 0.88%, or as otherwise established by law.

If the State of Minnesota changes the required PFML premium rate or the allocation of required contributions, the District shall pay the minimum employer contribution required by Minnesota law, and the employee shall contribute the remaining premium amount through payroll deduction, unless otherwise required by law or modified through a subsequent collective bargaining agreement.

G. Holidays: The following holidays shall be recognized as paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, New Year's Day, President's Day, Good Friday, Memorial Day and Juneteenth.

H. Vacation: Vacation will be accrued at a rate of 10 days per year. For each completed year of service, one additional vacation day will be accrued annually, up to a maximum of 20 days per year.

I. Cell Phone: The Director shall receive either a school-issued cell phone or a monthly stipend of $50 to cover work-related cell phone expenses.

J. Salary: Salary for the period of July 1, 2026 through June 30, 2027 will be $87,125.00
  a. $500.00/year additional if holding the pesticide applicator license for turf and ornamental grounds
  b. $2,000.00/year additional when holding the 2nd class boiler license.

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Michael Dschaak Date

INDEPENDENT SCHOOL DISTRICT #595

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Lynn Brott, School Board Chair Date

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Josh Perkerewicz, School Board Clerk Date