

INTERIM SUPERINTENDENT CONTRACT

This Contract is entered into between Independent School District No. 256, Red Wing, Minnesota (hereinafter, "School District"), and Frank Norton (hereinafter, "Interim Superintendent"), a legally qualified and licensed Superintendent who agrees to perform the duties of Superintendent of the School District.

ARTICLE I DURATION

This Contract is for the period of July 12, 2022, through June 30, 2023, pending the search for and hiring of a permanent Superintendent. This Contract shall also terminate at an earlier date in the event a permanent Superintendent is hired earlier than June 30, 2023.

ARTICLE II LICENSE

The Interim Superintendent shall furnish the School Board, throughout the life of this Contract, a valid and appropriate license to act as Superintendent in the State of Minnesota as provided by applicable laws, rules, and regulations.

ARTICLE III DUTIES

The Interim Superintendent shall have charge of the administration of the schools under the direction of the School Board. The Interim Superintendent shall be the chief executive officer of the School District; shall direct and assign teachers and other School District employees under the Interim Superintendent's supervision; shall organize, reorganize, and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the School District subject to the approval of the School Board; shall select all personnel subject to the approval of the School Board; shall, from time to time, suggest policies, regulations, rules, and procedures deemed necessary for the School District; and, in general, perform all duties incident to the office of the Interim Superintendent and such other duties as may be prescribed by the School Board from time to time. The Interim Superintendent shall abide by the policies, regulations, rules, and procedures established by the School Board and the State of Minnesota. The Interim Superintendent shall have the right to attend all School Board meetings and all School Board and citizen committee meetings, serve as an ex-officio member of the School Board and all School Board committees, and provide administrative recommendations on each item of business considered by each of these groups.

ARTICLE IV COMPENSATION

The Interim Superintendent shall be compensated at a salary of \$574.71 per day (\$150,000 annual). The Interim Superintendent shall also be eligible for the following specific benefits during the term of this Contract.

ARTICLE V LEAVES

Section 5.1 Vacation

The Interim Superintendent shall earn twenty-four (24) working days annual paid vacation. These days will accrue at 2 days per month for each month for the life of the contract.

At the end of the fiscal year, the Interim Superintendent shall be entitled to payment for up to six (6) unused vacation days at his daily rate of pay. Requests for reimbursement of unused vacation must be made to the Payroll Coordinator by July 1st.

Section 5.2 Holidays

The Interim Superintendent shall be entitled to up to ten (10) paid holidays each contract year, should the holidays occur within the contract term. These paid holidays are: Labor Day, Thanksgiving Day, Friday following Thanksgiving Day, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Good Friday, Memorial Day, 4th of July.

Section 5.3 Disability/Illness Leave

The Interim Superintendent shall earn 1 day per month, 12 days annually, of paid disability/illness leave for absences from work necessitated by illness or injury. Disability/Illness leave may be used for serious illness of the Interim Superintendent, their spouse, and the following related to either: child, parent, brother, sister, grandparents, grandchildren, or domestic partner.

Pursuant to M.S. Chapter 176, should the Interim Superintendent be injured on the job in service of the School District and collecting workers' compensation insurance may draw disability/illness leave and receive full salary from the school District, they salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued disability/illness leave.

Section 5.4 Bereavement Leave

The Interim Superintendent shall be granted a maximum of 5 days of bereavement leave at the time of death of a member of the Interim Superintendent's immediate family, which is defined as the Interim Superintendent's spouse and the following related to either: child, parent, brother, sister, grandparent, grandchild, niece, nephew, or domestic partner.

In those cases where more than 5 days are necessary because of distance, arrangements, legal involvements, or extraordinary circumstances, up to an additional 6 days of bereavement leave may be granted. These days will be deducted from the Interim Superintendent's accumulated disability/illness leave and/or vacation. Approval/denial of such leave requests shall be at the sole discretion of the School Board Chairperson.

Bereavement leave may be granted to attend a funeral of other close relatives or friends as determined in special situations. These days will be deducted from the Interim Superintendent's accumulated disability/illness leave and/or vacation. Approval/denial of such leave requests shall be at the sole discretion of the School Board Chairperson.

ARTICLE VI INSURANCE AND SCHOOL-SPONSORED HEALTH SERVICES

Section 6.1 Eligibility

The Interim Superintendent must be scheduled to work at least 30 hours per week in order to be eligible for full benefits outlined in this article. The number of hours include hours assigned in all regular positions within the School District. If the Interim Superintendent does not work at least 30 hours per week, they are not eligible for the benefits outlined in this article.

The eligibility of the Interim Superintendent and the Interim Superintendent's dependents and beneficiaries of insurance benefits shall be governed by the terms of the insurance policies purchased by the School District.

Section 6.2 Health Insurance

The Interim Superintendent has chosen to waive School District sponsored health insurance

Section 6.3 Dental Insurance

The Interim Superintendent has chosen to waive School District sponsored dental insurance.

Section 6.4 Life Insurance

The School District shall provide a group term, life insurance plan providing \$200,000 of coverage for the Interim Superintendent, payable to the Interim Superintendent's named beneficiary, at the expense of the School District.

Section 6.5 Long Term Disability Insurance

The School District shall provide, at the School District expense, long-term disability insurance for the Interim Superintendent under the School District's group long-term disability insurance plan.

ARTICLE 7 OTHER BENEFITS

Section 7.1 Tax Sheltered Annuities

The Interim Superintendent is eligible to participate in a tax-sheltered annuity plan through payroll deduction pursuant to Section 403(b) of the Internal Revenue Code of 1986, M.S. 123B.02, Subd 15., School District policy, and as otherwise provided by law. The School District shall match up to \$7,000 per year for the Interim Superintendent.

Section 7.2 Health Care Savings Plan

The School District shall contribute \$100 monthly (\$1200 annually) to a Health Care Savings Plan (HCSP) administered by the Minnesota State Retirement System (MSRS).

Section 7.3 Automobile

The School District shall provide the Interim Superintendent with a monthly allowance of \$250 for business use of the Superintendent's private automobile, pursuant to M.S. 471.665, Subd 3.

Section 7.4 Conferences and Meetings

The School District shall pay all legally valid expenses and fees for the Interim Superintendent's attendance at professional conferences and meetings with other educational agencies when such attendance is required, directed, or permitted by the School Board. The Interim Superintendent shall periodically report to the School Board relative to all meetings and conferences attended. The Interim Superintendent shall file itemized expense statements to be processed and approved as provided by School Board policy and law.

Section 7.5 Dues

The Interim Superintendent is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay such membership dues for organizations as required, directed, or permitted by the School Board Chairperson. Dues for individual membership in civic organizations shall not exceed \$750 in a contract year. The Interim Superintendent shall present appropriate statements for approval as provided by law.

The provisions of this Contract shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Contract or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed
my signature this ____ day of
_____, 20____.

Interim Superintendent

IN WITNESS WHEREOF, we have subscribed
our signatures this ____ day of
_____, 20____.

School Board Chair

School Board Clerk