



## Intermediate School District 917

***Purposeful. Personalized. Partners.***

1300 145th Street East, Rosemount, MN 55068

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To: ISD 917 School Board

Date: June 11, 2024

Re: Summary of Changes for Executive Assistant to the Superintendent and School Board  
2024-2026 Contract

The following is a summary of the changes proposed for approval by the ISD 917 School Board:

1. Total package cost was 6.99% over two years (2024-2025 and 2025-2026). MSBA is 5.33%.
2. The resolution by the School Board, at the January 2024 meeting, addressing Minnesota State Statute 181.9445 through 181.9448 that outlines mandatory Earned Sick & Safe Time for Minnesota was incorporated into the leaves of absence language.
3. Bereavement language was moved up for flow and to align with other contracts.
4. One sentence was added to the jury duty section to encourage staff to return to work if/when they are released from jury duty.
5. Vacation was changed to more closely align with other contracts and help with retention:
  - a. Vacation will be frontloaded, but will be prorated if an employee leaves mid-year.
  - b. Vacation in Year 1 was increased from 14 to 15 days to align with other contracts.
6. The resolution by the School Board, at the June 2023 meeting, addressing the addition of Juneteenth as a holiday was incorporated into the holiday language.
7. Language for clarification on the employee's hourly rate was added.
8. Benefits changes:
  - a. Both the individual and family copay coverage option was dropped for January 2025.
  - b. HSA medical insurance changes:
    - i. Clarifying that eligibility is for employees working 0.75 FTE or more.
    - ii. No increase to family or individual insurance contributions.
  - c. Dental insurance information remained the same, but moved up for flow and to align with other contracts.
9. Salary changes: For both 2024-2025 and 2025-2026, there was a 4% increase in salary.

### ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

### ISD 917 Core Values

Collaboration \* Empathy \* Innovation \* Stewardship \* Communication \* Integrity \* Personalization \* Equity \* Diversity