



**FLOODWOOD SCHOOL
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May 11, 2026

This is an agreement between the Floodwood School District and Ashley Engh, Administrative Assistant regarding PTO carry over.

The 2025-2026 contract agreement states:

Section 5. Paid Time Off

The District Administrative Assistant shall be granted a pool of twenty (20) days of paid time off for sick leave, personal leave, vacation leave, and bereavement leave. Ten (10) PTO days may be carried over to the following year without accumulation from year to year. PTO will not be paid out upon separation from employment.

Due to staffing coverage, Ashley Engh may carry over up to twenty (20) PTO days to the following year at the end of June 2026.

Ashley Engh, Administrative Assistant

Board Chair

Board Clerk