

INDEPENDENT SCHOOL DISTRICT #113
WALKER, MN 56484
BUILDING and GROUNDS SUPERVISOR CONTRACT

I. Purpose.

This contract is entered into between the School Board of Independent School District 113 and the Building and Grounds Supervisor, who shall perform the duties in that capacity as described in the job description for said position.

II. Duration.

This contract is for a term of two years, commencing July 1, 2025 and ending June 30, 2027.

III. Basic Work Year.

The Building and Grounds Supervisor duty year shall be for the entire 12-month contract year. The Supervisor shall perform services on those legal holidays on which the District is authorized to conduct school if the School Board so determines.

IV. Sick Leave.

Sick Leave: An employee shall earn sick leave at 1 1/3 days per month of service in the employ of the School District. Sick leave shall accrue as it is earned on a proportionate basis to the employee's work year. Employees will be guaranteed twelve (12) days per year even though the days may not have been earned at the time of need. If the days have been used but not earned, the adjustment will be made on the final check. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.

V. Emergency Leave.

The Supervisor shall be granted emergency leave, to be deducted from sick leave, during the contract year at the discretion of the Superintendent.

VI. Bereavement Leave.

Leave without loss of pay, deducted from sick leave, for death in the immediate family shall be granted. It shall not exceed five days for each occurrence. Up to 3 days shall be granted for death of a non-family member. The maximum bereavement leave shall be fifteen days per year.

VII. Holidays.

The Employee shall be entitled to 12 paid holidays each Contract year as designated by the School Board. Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving Day, Christmas Eve Day, Christmas Day, New Years Eve Day, New Years Day, President's Day, Good Friday, Memorial Day, Juneteenth.

VIII. Vacation.

The Supervisor shall earn 20 days paid vacation for the contract year. After 20 years of employment, the Supervisor shall earn 25 days. The Supervisor may elect to be paid up to 10 days of unused vacation per school year. Upon termination of employment, the Supervisor shall be entitled to payment for up to 90 days of unused vacation days to be paid into an investment of employee's choice or directly.

IX. Health and Dental Insurance.

- a. SECTION I. Selection: Selection of the insurance carrier and policy shall be made by the School District as provided by law.
- b. The School District shall contribute a sum not to exceed \$950 and \$950 per month toward the premiums for individual or family coverage for each full-time employees who qualifies for and is enrolled in the School District's group medical plan for the fiscal years ended 06/30/2026 and 06/30/2027, respectively. Any additional cost of the premiums shall be borne by the employee and paid by employee deduction. employee may direct any contribution unused as health insurance premium to a VEBA, HSA account or the purchase of dental insurance through the district plan, as allowable by law.
- c. If the Employee elects a plan with a higher premium cost than the single I-ISA plan the additional cost of the premiums shall be borne by the Employee and paid by employee deduction. All full-time employees will have access to Affordable Care Act qualified plans. Costs to employee will not exceed 9.49% of their annual income (W2) for the least expensive ACA qualified plan offered by the District.

X. Post-retirement Voluntary Employees Beneficiary Association (VEBA)

If the employee is not enrolled in the School District medical insurance may qualify for participation in a post-retirement VEBA account upon documentation of their participation in another qualified group health insurance plan. If the above stipulations are met, the School District will contribute \$100 per month into that employee's VEBA account for the duration of this contract.

XI. Life Insurance.

The District shall provide group term life insurance providing \$50,000.00 of coverage for the Supervisor at the expense of the School District.

XII. Long Term Disability Insurance

The School District shall provide, at their expense, long term disability coverage for the Building and Grounds Supervisor in the District's group plan.

XIII. Liability Insurance

The District shall provide, at their expense, liability insurance naming the Building and Grounds Supervisor as insured, along with the School District, in an amount not less than that which is required by law.

XIV. Other Benefits.

- a. Clothing Allowance
Employees shall receive a \$250 clothing allowance and 3 work shirts annually. Prorated for part-time employees.
- b. Tax Sheltered Annuities.
The District shall provide a \$1,500.00 per year contribution to an individual qualified 403(b)

retirement plan for the 2025-26 school year and a \$1,500.00 per year contribution for the 2026-27 school year.

c. Workshops, Professional Leave.

The Supervisor shall be entitled to attend workshops and professional development meetings and conferences at the expense of the District.

d. Fees

The School District shall pay the Building and Grounds Supervisor's Boiler's license fee and dues for membership into the associated professional organization (MASMS)

e. Sick Leave Buy Back

Upon retirement, the Building and Maintenance Supervisor shall be compensated for up to 90 of his/her accumulated unused sick days according to the schedule below.

Years of Service	Days of Sick Leave Paid	Rate of Pay
15	60	50% of hourly pay
20	70	50% of hourly pay
25	80	50% of hourly pay
30	90	50% of hourly pay

XV. Salary

The Building and Grounds Supervisor shall be paid an annual salary of \$86,320 for the 2025-26 school year and \$89,341 for the 2026-27 school year.

IN WITNESS WHEREOF,

I have subscribed my signature this ____ day of October, 2025

Tad Gravett

IN WITNESS WHEREOF,

I have subscribed my signature this ____ day of October, 2025

Board Chair

