

Notice of Assignment

At - Will Employee

Summer School Grounds Maintenance and Building Maintenance

Date: March 17, 2022

To: Steve Kramer

From: South Koochiching/Rainy River ISD #363

1. The basic assignment associated with this at-will position is to provide assistance to the individual(s) responsible for the maintenance of the school grounds and general upkeep of the school buildings. Work associated with this position shall include but not be limited to mowing, and trimming the school grounds, and cleaning, and painting in the school building during the summer months. Work shall be limited to no more than 24 hours per week unless there is prior administrative approval for additional time.
2. Mr. Kramer will need to use the Time Clock Plus program to clock in. An hourly wage at the rate of \$14.50 per hour worked will be paid to Mr. Kramer. There are no additional benefits associated with this position.
3. This is an at-will assignment and not subject to the terms of any bargaining agreement.
3. Modifications or adjustments in the above assignment and compensation can be made by School District directive.

I hereby agree to the above assignment.


Signature of Assignee

Signature of Superintendent

Original Personnel File
Cc: Assignee _____
B Mgr _____