

**INDIAN HOME SCHOOL LIAISON
TERMS OF CONTRACT
~Nichole Mallum~**

DURATION:

This Contract is for a term commencing July 1, 2025 and ending June 30, 2026. It shall remain in full force and affect unless modified by mutual consent of the American Indian Parent Advisory Committee, the ISD 316 School Board, and **Nichole Mallum**, Indian Home School Liaison (IHSL), or unless terminated as provided herein.

The American Indian Education Program is housed in Greenway, ISD #316 and is funded solely by the Minnesota State American Indian Education Funding, Federal Title VI Indian Education Formula Grant and Special Education funding. ISD #316 reserves the right to reduce or terminate this position if the funds as specified are not sufficient to support the costs associated herein.

SECTION 1: BASIC SERVICE

The Indian Home School Liaison shall faithfully perform the services prescribed by the ISD 316 School Board and American Indian Parent Advisory Committee whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

SECTION 2: DUTY YEAR

The Indian Home School Liaison is a 1.0 FTE with duty year defined as a nine month contract year based on the school calendar as provided herein. Any reduction of this position will result in all benefits prorated accordingly.

LEAVE OF ABSENCE:

Sick Leave:

The IHSL shall earn paid sick leave days at the rate of ten (10) days of sick leave per year, cumulative to 180 days, based on a 7.5 hour day.

Funeral Leave:

Three (3) days of funeral leave will be provided for the death of an immediate family member, based on the 7.5 hour day. "Immediate family member" means the employee's spouse, child or stepchild, mother, father or others - with approval of the American Indian Education Director.

Personal Leave:

Five (5) days of personal leave per year, one (1) carry over so an accumulation to six (6), will be provided, based on the 7.5 hour day. Personal leave requests must be approved in advance by the Director of the American Indian Education Program.

Snow/Emergency Days:

If school is closed for inclement weather or emergency reasons the hours will have to be made up with duties as directed by Director of the American Indian Education Program.

COMPENSATION:

Salary:

The IHSL shall be paid an hourly pay of \$26.91 per hour over 18 pay periods during the IHSL working year.

Longevity:

Employee who has completed ten, fifteen, twenty or twenty five years of service or more in the school district shall be paid longevity pay in addition to their base salary, in accordance with the following:

Years of Service	Amount Earned Cumulative Per Hour
Ten Years	\$.20
Fifteen Years	\$.40
Twenty Years	\$.60
Twenty Five Years	\$1.00

Total hourly rate for 2025-26 SY: \$27.31

Work Schedule:

The work scheduled is to be determined by need for 183 days per school year, This schedule includes 171 student contact days, 2 days before and after school year, 1 workshop day and the 7 approved holidays. This includes a paid .5 hour duty free lunch.

Time will be kept on the district's time keeping system

Extra Duty: Extra duty hours may be assigned by the discretion of the American Indian Education Program Director. All Extra duty will be paid in accordance with all federal and state applicable laws.

Holidays:

The IHSL shall be entitled to the following seven (7) paid holidays this contract year: Labor Day; Thanksgiving Day; the Friday after Thanksgiving, President's Day, if school is not in session that day; Good Friday and Easter Monday if school is not in session that day; and Memorial Day.

Insurance:

Benefits will be prorated based on fte. Listed benefits are based on a 1.0 FTE

Dental Insurance:

Dental Insurance: The School District shall pay eighty percent (80%) of the premium for dental insurance, and the employee shall pay twenty percent (20) of the premium.

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Life Insurance:

Group Life Insurance: The Board shall pay the entire premium for the present group life insurance in the amount of \$50,000 and an accident death and dismemberment benefit. The District is free to change the current insurance plan offered to the employee as long as: a.) Coverage remains the same and

b.) There is no change in aggregate value of the current life insurance plan.

Additional life insurance benefits will be made available for employees and dependents if such change is made.

Disability Insurance:

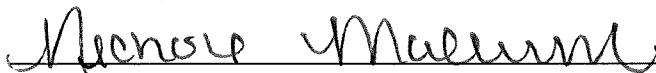
The Board shall continue to provide and pay the entire premium for long term disability insurance which provides 66% of salary, 60 waiting days, and \$40,000 maximum annual covered salary.

AT WILL AGREEMENT

This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2026, unless the contract or agreement is renewed or extended in writing and upon approval of the School District's Board.

GRIEVANCES:

Refer to the American Indian Education Parent Advisory Committee By-Laws


Nicole Mallum

10-3-25
Date

ISD # 316 School Board Chairperson

Date