



Goodhue County Education District Board Agenda
Wednesday, August 13, 2025 at 5:00 PM
River Bluff Education Center, Red Wing
395 Guernsey Ln
Red Wing, MN 55066

AGENDA

- I. Welcome and Introductions**
- II. Language Proposals**
- III. Finance Proposals**
- IV. Wrap Up**
 - A. Tentative Agreements**

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GOODHUE COUNTY EDUCATION DISTRICT #6051
TECHNOLOGY EDUCATIONAL CONSULTANT AGREEMENT ~~NON-CLASSIFIED AGREEMENT~~

2025-2026 and 2026-2027~~2024-2025~~

I. Effective Dates, Termination, and Duties

A. Effective Dates

The following Wage and Benefit package is effective ~~7/1/2025-6/30/2027~~~~7/1/2024-6/30/2025~~. Termination During the Term

B. The Education District may terminate the employee's employment during the contract term for cause, but shall notify the employee in writing of the proposed grounds for termination and the employee will have the opportunity to respond.

C. Duties

The employee shall perform the duties outlined in their job description.

D. Probationary Period

Employees shall serve a six (6) month continuous working probationary period, but the Education District reserves the right to extend the probationary period to the end of the school year upon written notice to the probationary employee. Employees shall be formally evaluated at least once during the probationary period.

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E. Evaluations

Employees shall be formally evaluated at least once every three years following the probationary period.

II. Duty Year and Leaves

A. Basic Work Year

1. The employee's work schedule will be determined by the Executive Director or designee, taking the requirements of the position into consideration. With agreement from the Executive Director or designee, daily hours may be flexed. This position has an FLSA Status of Exempt.

2. Employment will be for 215 days per year.

B. Emergency Days

Employees will be allowed to make up time lost due to snow emergency days, with the prior approval of their respective supervisor.

C. Earned Safe and Sick Leave Bereavement Leave

Earned sick and safe time means leave that is paid at the same hourly rate as an employee earns from employment.

The non-classified employee will earn twelve (12) sick leave days per year. Sick leave will be prorated for employees starting after July 1.

Sick leave use is defined in MN Statute 181.9413. An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the

employee's own illness or injury.

An employee may use sick leave as allowed under this section for safety leave, whether or not the employee's employer allows use of sick leave for that purpose for such reasonable periods of time as may be necessary. Safety leave may be used for assistance to the employee or assistance to the relatives described in paragraph (a). For the purpose of this section, "safety leave" is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or harassment or stalking. For the purpose of this paragraph:

1. "domestic abuse" has the meaning given in section 518B.01;
2. "sexual assault" means an act that constitutes a violation under sections 609.342 to 609.3453 or 609.352; and 3. "harass" and "stalking" have the meanings given in section 609.749.

An employer may limit the use of safety leave or personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent to no less than 160 hours in any 12-month period. This does not apply to absences due to the illness or injury of a child, as defined in section 181.940, subdivision 4.

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For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury, but does not include short-term or long-term disability or other salary continuation benefits.

For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child. For the purpose of this section, "grandchild" includes a step-grandchild, and a biological, adopted, and foster grandchild.

This section does not prevent an employer from providing greater sick leave benefits than are provided for under this section.

An employer shall not discharge, discipline, penalize, interfere with, threaten, restrain, coerce, or otherwise retaliate or discriminate against an employee for requesting or obtaining a leave of absence under this section.

This section does not prevent the Education District from providing greater sick leave benefits than are provided for under this section. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness and/or disability which prevented attendance at school and performances of duties on that day or days.

Medical Certificate: The Education District may require an employee to furnish a medical certificate from a qualified physician or clinical psychologist authorized to practice, and perform within the scope of their practice, under state law as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of an employee for sick leave is reserved to the Education District. In the event that a medical certificate will be required, the employee will be so advised.

Sick leave deductions allowed shall be deducted from the accrued sick leave days earned by the employee.

Sick leave pay shall be approved only through the use of the Education District online system. Unused sick leave will accumulate to 130 days for an employee working 7.5 hours per day 215 days per year.

D. Bereavement Leave

Bereavement leave shall be granted up to a total of five days per incident for the death(s) of a spouse, child, stepchild, ward, or parent/guardian, grandchild, grandparent, sister, brother, aunt, uncle, niece, nephew, first cousin and the same in-laws. No deductions will be made for the first three (3) days; however, the next two (2) days shall be deducted from accrued sick leave days. The Executive Director, at his or her discretion, may grant that up to two (2) sick days may be used for the illness, disability or death of a close friend or other relative not specified in the subdivision above.

E. Personal Leave

Personal leave may be granted to employees working pursuant to a letter of appointment at the discretion of the Executive Director of no more than three (3) days per year, noncumulative, for business or critical personal situations that arise which cannot be attended to when school is not in session. Personal leave will be prorated for employees starting after July 1.

Requests for personal leave must be made in writing to the Executive Director at least three (3) days in advance. Personal leave days shall not be granted for the first and last days of the school year. The Executive Director or designee may allow exceptions.

F. Jury Duty Leave

If the employee is absent because of jury service, the employee will receive regular salary from the Education District during this period of service, provided that the pay received for this jury service, less any reimbursement for mileage and expenses, will be relinquished to the Executive District.

G. Family Medical Leave

Pursuant to the Family Medical Leave Act, 29 U.S.C. 2601 et. seq., an eligible employee shall be granted, upon written request, up to 12 weeks of unpaid leave per 12-month period in connection with (1) the birth and first-year care of a child, (2) the adoption or foster placement of a child, (3) the serious health condition of a support personnel's spouse, child, or parent, and (4) the support personnel's own serious health condition.

Requests shall be made to the Executive Director at least 30 days in advance when practicable. Employees are expected to make reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the Education District.

H. Leave of Absence

A leave of absence without pay may be granted, for up to one year, with Board approval, to employees with at least three (3) years of service for additional educational experiences, service in public office or other reasons deemed appropriate by the Education District. for up to one year without losing seniority. Employees must notify the Education District of their intent to return by March 1, of the school year preceding their return. If the notification is not made, the employee will not be guaranteed a position in the coming year.

I. Holiday Pay

The Education District recognizes the following holidays: New Year's Eve Day, New Year's Day, President's Day or float holiday if school is in session, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, and Christmas Day.

III. Insurance

A. Health/Hospitalization Insurance Group Health/Hospitalization Insurance:

The Education District shall contribute up to the sums indicated per month for 12 months towards the cost of the group insurance plans listed below for all employees who qualify, and are enrolled in, the group insurance plans. To qualify for the health insurance benefit, the employee must work at least 7.5 hours per day 215 days per year.

The Education District shall contribute up to the amounts equal to the certified teaching staff contribution towards the premium for the employee and the employee's dependents for health insurance and dental insurance coverage under the Education District's group health and dental plans.

B. Life Insurance

The Education District shall provide a group term life insurance plan for the Administrative Assistant working at least 7.5 hours per day and 215 days per year, providing \$75,000 of coverage for the employee, payable to the employee's named beneficiary.

The Education District shall contribute the full premium for said coverage for employees working at least 7.5 hours or more per day and 215 days per year.

C. Income Protection Insurance

Income protection insurance shall be available for the employee.

The Education District shall contribute the full premium for said coverage for those employees working at least 7.5 or more hours per day and 215 days per year.

D. Claims Against the Education District

The eligibility of the employee, or the employee's dependents or beneficiary for insurance benefits shall be governed by the terms of the insurance policies purchased by the Education District pursuant to this section. It is understood that the Education District's only obligation is to purchase the insurance policies described herein, and no claim shall be made against the Education District as a result of denial by an insurer of insurance benefits if the Education District has purchased the policies and paid the premiums described herein.

Following the negotiation of the 2025-2026 and 2026-2027 Agreement between Goodhue County Education District, District No. 6051-61 and Education Minnesota - Goodhue County Education District, Local No. 4583 Section III Parts A and B will be updated to match the negotiated terms of that agreement

IV. Workers Compensation

An employee who is absent from work as a result of an injury compensable under the Workers' Compensation Act who elects to receive sick leave or vacation pay pursuant to this policy shall submit his/her Workers' Compensation check endorsed to the Education District prior to receiving payment from the Education District for this absence.

V. Salary

The annual salary for this position shall be based on the Agreement between Goodhue County Education District, District No. 6051-61 and Education Minnesota - Goodhue County Education District, Local No. 4583 Salary Grids.

For employee J. Soltis this is set at the following: 2025-2026 MA Step 8 and 2026-2027 MA Step 9. ~~\$60,000.~~

SCHEDULE A

TAX-DEFERRED, MATCHING-CONTRIBUTION PLAN:

1. The Education District shall contribute an amount equal to the employee contribution in a tax-deferred, matching-contribution plan, subject to the schedule below:

Years of Service in the Education District Education District Match

1-4	\$ 800
5-11	\$ 1,300
12-21	\$ 1,700
22+	\$3,000

The Education District's matching contributions in this section will be fully vested upon the employee completing four (4) years of service. Any Education District matching contributions for teachers who leave prior to vesting will revert back to the Education District.

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2. Such plan shall be approved and subject to applicable provisions of Minnesota Statutes and IRS Code Section 403(b) or IRS Code Section 457 and any amendments thereto.
3. All employees will be automatically enrolled in a 403(b) plan. \$33.34 will be deducted from each paycheck and contributed into a Target Date Fund (TDF) as the default investment managed by EFS Advisors. EFS Advisors will be the responsible Fiduciary of the default investments. An employee can opt out of the plan within 90 days of their first work day and withdrawals will be returned to the Education District and added back into the employee's paycheck. Employees may transfer the account to any of the qualified investment companies listed in the Employer 403(b) Plan Document Adoption Agreement.
4. Part-time employees shall be eligible for prorated contributions.
5. The Education District's contributions and matching employee contributions will be made to a company of the employee's choice from vendors on approved list. The employee is responsible to make all arrangements required by the vendor to ensure that proper payment is made by the Education District.
6. Participation in the plan is automatic. An employee has the option to increase their contribution above the education district match.
7. Employees who are eligible to participate shall inform the Education District Office in writing of any change in annuity participation between July 1 and October 15. No other additions and/or deletions outside of this open enrollment period will be allowed during the course of the calendar year unless a defined need can be demonstrated and approved by the Executive Director.

Following the negotiation of the 2025-2026 and 2026-2027 Agreement between Goodhue County Education District, District No. 6051-61 and Education Minnesota - Goodhue County Education District, Local No. 4583 this section will be updated to match the negotiated terms of that agreement.

- B. Action Steps for Next Meeting
- V. **Schedule Next Meeting Date:**
- VI. **Adjournment**