

**MACCRAY ISD 2180**  
**Clara City, MN 56222**  
**High School Media Center**  
**Monday, May 10, 2021**  
**6:00 pm**

TENTATIVE AGENDA

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda/Additions/Deletions
- 4.0 Public Comment
- 5.0 Consent Agenda – Action Required
  - 5.1 Adoption of Minutes
  - 5.2 Approve payment of bills and financial report.
  - 5.3 Approve “Cobra” as the Quad County Wrestling Mascot.
  - 5.4 Approve Math Teacher contract – S. Stranberg
  - 5.5 Approve Elementary Principal Contract – M. Kent
  - 5.6 Approve Resignation of Teacher – K. Krizan
  - 5.7 Approve Evening Custodian Employment Agreement – A. DeBey
  - 5.8 Approve Resignation of Teacher – M. Beekman
  - 5.9 Approve Retirement of Custodian – L. Boike
  - 5.10 Approve Retirement of Para/Custodian – K. Minke
  - 5.11 Approve Teacher Contract – A. Reszel
  - 5.12 Approve donation of Bose Sound System valued at \$1000 by Chip Goeman.
  - 5.13 Approve High School Principal Contract – J. Wheatley
- 6.0 Communication Report
  - 6.1 Administrative Reports
    - 6.1.1 ICS – Dan Hiemenz – Building Update
    - 6.1.2 Denise Smith, Community Education
    - 6.1.3 Jim Trulock, Activities Director
    - 6.1.4 Judd Wheatley, Elementary Principal
    - 6.1.5 Melissa Sparks, High School Principal
    - 6.1.6 Sherri Broderius, Superintendent
  - 6.2 Committee Reports
- 7.0 Discussion items – No action required
- 8.0 Business items – Action Required
  - 8.1 Approve the FY2022 Original Budget.
- 9.0 Upcoming Meetings
  - 9.1 Regular Board Meeting, Monday, June 14, 2021, 6pm, High School.
  - 9.2 Regular Board Meeting, Monday, July 12, 2021, 6pm, High School.
- 10.0 Adjournment

**Minutes of the Board of Education  
Independent School District #2180  
Regular Meeting #10  
Monday, April 5, 2021 6:00 PM  
HS Media Center/Live Stream**

Members Present: Tate Mueller, Julie Alsum, Scott Ruiter, Debi Brandt, Lane Schwitters, Carmel Thein.  
Others Present: Sherri Broderius, Superintendent; Kim Sandry, Business Manager; Jim Trulock, Activities;  
Dan Hiemenz, ICS

Chair Julie Alsum called the meeting to order at 6:00 pm.

Pledge of Allegiance

Motion by Brandt, second by Schwitters, to approve the agenda as presented.

Motion carried by unanimous vote.

Public comment: none

Approval of Consent Agenda:

Motion by Ruiter, second by Mueller, to approve the consent agenda.

Motion carried by unanimous vote. Deb Brandt abstained.

Adoption of Minutes

Approve payment of bills and financial report.

Accept Letter of Resignation – E. Liebl

Accept Letter of Resignation – H. Spicer

Accept Letter of Resignation – M. Sparks

Accept Letter of Resignation of 3/8 teacher contract – D. Smith

Approve contract with teacher – P. Iverson

Approve Employment Agreement with Custodian – T. Hansen

Approve Continuing Contract Status for S. Swenson, E. Bradford, A. Strunc, J. Hedtke.

Approve FMLA Leave for J. Smith for next fall.

Approve FMLA Leave for J. Donner for next fall.

Accept Letter of Retirement – C. Soine

Accept Letter of Resignation/Retirement – L. Atchison

Approve Spring Coaches/Advisors

Baseball: Nate Hebrink – Varsity

Tyler Wrede – Asst.

Trent Carlson – JH

Brandon Grund – JH

Gabe Henker – Volunteer

Jesse Westbrook – Volunteer

Track: Cole Christopher – Asst.

Arron Enger – JH

Kayla Kutzke – JH

Softball: Nancy Thoma – Varsity  
Brian Brandt – Asst. ½ time pay  
Jaimi Heidi – Asst. ½ time pay  
Andrea Fragodt – JH  
Golf: Mitch Kent – Head  
Bryce Olson – Asst./JH  
Boys Tennis: Andrew DuHoux – Varsity  
Ashley Trulock – Volunteer  
Spring Musical: Aubrey Ross  
Joel Gronseth  
Prom Advisor: Brittany Cook  
Weight Room Coach: Seth Falk

Communications Reports:

ICS – Dan Hiemenz - update on project, savings, 2 extra classrooms.  
Mr. Trulock – Activities update.  
Mr. Wheatley – written, MCA testing, summer school update.  
Mrs. Sparks – written, MCA testing, summer school, graduation  
Ms. Broderius: MSHSL, legislative info, calendar, school website.

Committee Report: none

Business Items:

Motion by Ruitter, second by Thein, to approve the Achievement and Integration Budget for SY21-22.  
Motion carried by unanimous vote.

Motion by Thein, second by Schwitters, to approve the Resolution for the Additional Pre-K and Kindergarten Classrooms. Roll Call Vote:

For: Schwitters, Thein, Alsum, Mueller, Brandt, Ruitter.

Against:

Resolution passed and adopted. See attached.

Motion by Schwitters, second by Mueller, to approve the 20-21 Revised Budget.

Motion carried by unanimous vote.

Meetings and Workshops:

Regular Board Meeting, Monday, June 14, 6pm, MACCRAY High School/Zoom.

Regular Board Meeting, Monday, July 12, 6pm, MACCRAY High School/Zoom.

Adjournment of Meeting

Motion by Brandt, second by Thein, for adjournment. Motion carried by unanimous vote. Meeting adjourned at 7:23 pm.

Respectfully submitted,  
Carmel Thein, Clerk  
Kim Sandry, Business Manager

Resolution for Approval of the Independent School District #2180 MACCRAY Public Schools - K-12 Building Additions and Improvement Project – Additional Pre-K & Kindergarten Classrooms

Member Thein introduced the following resolution and moved for its adoption:

WHEREAS, The MACCRAY K-12 Building Additions and Improvement Project is part of the 2019 Bond Referendum previously approved by the ISD #2180 school board. This resolution is to accept the pricing obtained to construct two (2) additional Pre-K/Kindergarten Classrooms to accommodate anticipated future enrollment needs. The Project Oversight Committee (POC) and ICS met on March 22, 2021 to review and recommend approving this additional work as outlined below:

Work Scope #01: Duininck, Inc.	\$ 23,466.75
Work Scope #02: Ultra Concrete	\$ 19,091.61
Work Scope #03: John Foley	\$ 54,825
Work Scope #05: Marshall Machine	\$ 40,078.13
Work Scope #06: Spartan Steel Erectors	\$ 4,225
Work Scope #07: Regal Contractors, Inc.	\$ 29,010
Work Scope #08: West Central Roofing	\$ 51,434.11
Work Scope #09: Minnkota Architectural Products	\$ 20,581
Work Scope #10: Heartland Glass Company	\$ 10,790
Work Scope #11: Builders Supply Company	\$ 11,200
Work Scope #12: BCI Construction	\$ 3,353
Work Scope #13: Floor To Ceiling	\$ 13,545
Work Scope #16: Southern MN Woodcraft	\$ 30,800
Work Scope #17: Gunion Painting	\$ 3,155
Work Scope #18: St. Cloud Acoustics	\$ 8,734
Work Scope #22: LVC Companies	\$ 8,513.54
Work Scope #23: Masters Plumbing, Heating & Cooling	\$ 71,224.54
Work Scope #24: Willmar Electric	\$ 50,543.16

**TOTAL ADD \$ 454,569.84**

THEREFORE, BE IT RESOLVED:

1. ISD #2180 – MACCRAY Public Schools approves adding two (2) additional Pre-K/Kindergarten Classrooms in the total amount of \$454,569.84 and authorize ICS (the District’s Program Manager) to begin drafting the necessary Change Orders for the corresponding Work Scopes (as listed above) to incorporate this Work into the Project.

The motion for adoption of the foregoing resolution was duly seconded by

Member     *Schwitters*     and upon vote being taken thereon, the following voted in favor thereof: *Schwitters, Thein, Alsum, Mueller, Brandt, Ruitter*

and the following voted against the same: \_\_\_\_\_

The foregoing resolution was approved this 5<sup>th</sup> day of April, 2021.

<b><u>Classroom Additions Breakdown</u></b>	<b><u>Estimate</u></b>	<b><u>PR Pricing</u></b>
Foundation and Exterior Work	205K	201K
Interior Const and Finishes	165K	100K
Mechanical and Fire	130K	80K
Electrical	65K	51K
Site Work	50K	23.5K

MACCRAY Schools Enrollment 20-21

	<b>June 19-20</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>EOY</b>
Pre-K	75	75	64	70	69	68	69	70	67	68	68	69	69
K	62	46	52	54	54	56	56	56	55	55	55	55	55
1	58	62	66	63	60	59	59	58	58	58	58	58	58
2	69	58	60	58	58	59	59	59	58	58	58	58	58
3	66	69	69	71	70	68	68	68	68	68	68	67	67
4	44	66	65	60	58	59	59	58	59	58	58	58	58
5	55	44	46	43	41	41	41	41	40	39	39	39	39
6	55	55	56	52	52	52	52	51	51	51	52	52	52
K-6 Subtotal	409	400	414	401	393	394	394	391	389	387	388	387	387
PreK-6 Subtotal	484	475	478	471	462	462	463	461	456	455	456	456	456
7	57	55	54	55	54	54	54	54	54	54	54	54	54
8	61	57	61	58	59	59	59	59	59	58	59	59	59
9	56	61	62	60	60	60	59	59	58	58	58	57	57
10	55	56	57	54	54	52	51	50	49	47	48	48	48
11	45	55	54	53	53	53	52	52	52	51	51	51	51
12	36	45	47	46	46	46	46	46	45	45	45	45	45
Subtotal	310	329	335	326	326	324	321	320	317	313	315	314	314
K-12 Total	719	729	749	727	719	718	715	711	706	700	703	701	701
P-12 Total	794	804	813	797	788	786	784	781	773	768	771	770	770

**Ind. School District #2180**  
**Exp Summary - Fd, Pro Series**  
**Period Ending April 30, 2021**

Sequence: Fd, Pro

		21RVSD											
		Annual Budget	Period 202110	Year To Date	% YTD	Encumbrances	+ Enc	% YTD	Remaining				
		Description							Balance				
01	General												
	000 Administration	669,458.00	56,591.77	599,213.59	90%	1,027.94		90%	69,216.47				
	100 District Support Services	292,115.00	22,188.54	249,773.69	86%	516.41		86%	41,824.90				
	200 Elem & Secondary Regular Instr	3,963,314.00	356,968.29	2,892,474.72	73%	17,252.54		73%	1,053,586.74				
	300 Vocational Education Instr	222,157.00	15,709.16	144,272.55	65%	1,139.53		65%	76,744.92				
	400 Special Education Instr	1,686,313.00	151,653.48	1,301,630.29	77%	125.29		77%	384,557.42				
	600 Instructional Support Services	573,580.00	86,202.10	525,305.63	92%	5,498.29		93%	42,776.08				
	700 Pupil Support Services	1,023,373.00	108,053.34	901,798.04	88%	198.94		88%	121,376.02				
	800 Sites & Buildings	805,676.00	58,811.32	701,766.82	87%	2,762.46		87%	101,146.72				
	900 Fiscal & Other Fixed Costs	102,000.00	0.00	102,683.38	101%	0.00		101%	(683.38)				
01	General	9,337,986.00	856,178.00	7,418,918.71	79%	28,521.40		80%	1,890,545.89				
02	Food Service												
	700 Pupil Support Services	416,685.00	41,330.90	363,532.36	87%	3,730.07		88%	49,422.57				
02	Food Service	416,685.00	41,330.90	363,532.36	87%	3,730.07		88%	49,422.57				
04	Community Service												
	500 Community Ed & Services	581,742.00	46,540.93	379,262.96	65%	406.28		65%	202,072.76				
04	Community Service	581,742.00	46,540.93	379,262.96	65%	406.28		65%	202,072.76				
05	Capital Outlay												
	200 Elem & Secondary Regular Instr	46,000.00	0.00	45,540.85	99%	142.86		99%	316.29				
	600 Instructional Support Services	66,000.00	0.00	13,919.55	21%	0.00		21%	52,080.45				
	800 Sites & Buildings	215,916.00	9,495.40	215,350.91	100%	8,300.00		104%	(7,734.91)				
05	Capital Outlay	327,916.00	9,495.40	274,811.31	84%	8,442.86		86%	44,661.83				
07	Debt Redemption												
	900 Fiscal & Other Fixed Costs	2,807,395.00	0.00	2,807,395.03	100%	0.00		100%	(0.03)				
07	Debt Redemption	2,807,395.00	0.00	2,807,395.03	100%	0.00		100%	(0.03)				
21	Student Activity												
	200 Elem & Secondary Regular Instr	81,014.00	3,552.34	69,548.67	86%	927.21		87%	10,538.12				
21	Student Activity	81,014.00	3,552.34	69,548.67	86%	927.21		87%	10,538.12				
<b>Report Totals:</b>		<b>13,552,738.00</b>	<b>957,097.57</b>	<b>11,313,469.04</b>	<b>83%</b>	<b>42,027.82</b>		<b>84%</b>	<b>2,197,241.14</b>				

# Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
BND2		53190	5027	Check	1	4798	Braun Intertec Corporation		Yes	No	No	04/09/2021	441.00
BND2		53194	5028	Check	1	4798	Braun Intertec Corporation		Yes	No	No	04/14/2021	1,017.50
BND2		53245	5029	Check	1	4559	ICS		Yes	No	No	04/16/2021	299,652.97
BND2		53262	5030	Check	1	3704	IEA, Inc		Yes	No	No	04/22/2021	3,273.69
BND2		53263	5031	Check	1	4862	Ultimate Ag LLC		Yes	No	No	04/22/2021	1,709.30
BND2		53295	5032	Check	1	4862	Ultimate Ag LLC		Yes	No	No	04/28/2021	540.00
Bank Total: <span style="border: 1px solid black; padding: 2px;">\$306,634.46</span>													
Pay		53189		Wire	1	3881	Vanco, Inc		No	No	No	04/08/2021	19.65
Pay		53228		Wire	1	00867	PERA		No	No	No	04/15/2021	14,966.94
Pay		53229		Wire	1	00868	MIN Teachers Retirement Assoc.		No	No	No	04/15/2021	27,310.39
Pay		53230		Wire	1	2181	Aviben		No	No	No	04/15/2021	13,827.56
Pay		53231		Wire	1	2385	MIN Department of Revenue		No	No	No	04/15/2021	9,289.43
Pay		53232		Wire	1	2875	Internal Revenue Service		No	No	No	04/15/2021	62,257.18
Pay		53233		Wire	1	2985	Aviben FLEX		No	No	No	04/15/2021	3,262.58
Pay		53340		Wire	1	00867	PERA		No	No	No	04/29/2021	12,205.42
Pay		53341		Wire	1	00868	MIN Teachers Retirement Assoc.		No	No	No	04/29/2021	28,447.84
Pay		53342		Wire	1	2181	Aviben		No	No	No	04/29/2021	13,827.56
Pay		53343		Wire	1	2385	MIN Department of Revenue		No	No	No	04/29/2021	8,805.89
Pay		53344		Wire	1	2875	Internal Revenue Service		No	No	No	04/29/2021	60,088.41
Pay		53345		Wire	1	2985	Aviben FLEX		No	No	No	04/29/2021	3,262.58
Pay		53178	54097	Check	1	4016	Almich's Market		Yes	No	No	04/07/2021	166.28
Pay		53172	54098	Check	1	2181	Aviben		Yes	No	No	04/07/2021	112.54
Pay		53175	54099	Check	1	3130	BCA		Yes	No	No	04/07/2021	15.00
Pay		53171	54100	Check	1	1817	Bennett Office Technologies		Yes	No	No	04/07/2021	2,929.47
Pay		53176	54101	Check	1	3453	Blessings & Blossoms		Yes	No	No	04/07/2021	600.00
Pay		53154	54102	Check	1	00044	City of Clara City		Yes	No	No	04/07/2021	795.96
Pay		53157	54103	Check	1	00246	City of Raymond		Yes	No	No	04/07/2021	232.90
Pay		53186	54104	Check	1	4801	Clara City Speedway		Yes	No	No	04/07/2021	23.47
Pay		53155	54105	Check	1	00048	Clara City Telephone Company		Yes	No	No	04/07/2021	735.58
Pay		53179	54106	Check	1	4179	Connecting Point Computer Center		Yes	No	No	04/07/2021	215.00
Pay		53159	54107	Check	1	00299	Countryside Public Health Serv		Yes	No	No	04/07/2021	236.00
Pay		53170	54108	Check	1	1762	Donners Crossroads Truckstop		Yes	No	No	04/07/2021	97.61
Pay		53161	54109	Check	1	00379	Donners Service Station		Yes	No	No	04/07/2021	229.50
Pay		53167	54110	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	04/07/2021	320.30
Pay		53156	54111	Check	1	00077	Farmers Coop Oil Co.		Yes	No	No	04/07/2021	137.49
Pay		53185	54112	Check	1	4697	Farm-Rite Equipment of Willmar		Yes	No	No	04/07/2021	3,657.00
Pay		53184	54113	Check	1	4554	Hagemeyer, John		Yes	No	No	04/07/2021	400.00
Pay		53182	54114	Check	1	4488	Hultgren, Jaime		Yes	No	No	04/07/2021	243.60



## Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53177	54115	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/07/2021	1,054.03
Pay		53181	54116	Check	1	4326	Kennedy & Graven, Chartered		Yes	No	No	04/07/2021	753.00
Pay		53169	54117	Check	1	1684	MACCRAY Activity Account		Yes	No	No	04/07/2021	145.00
Pay		53174	54118	Check	1	3006	MACCRAY Lunch		Yes	No	No	04/07/2021	80.00
Pay		53165	54119	Check	1	00761	Merle's Repair		Yes	No	No	04/07/2021	50.10
Pay		53153	54120	Check	1	00004	NCS Pearson, Inc.	RE	Yes	No	No	04/07/2021	322.03
Pay		53183	54121	Check	1	4553	Nordic Solar HoldCo Phase 2, LLC		Yes	No	No	04/07/2021	6,970.46
Pay		53162	54122	Check	1	00650	Prinsburg Farmers Coop		Yes	No	No	04/07/2021	26.63
Pay		53180	54123	Check	1	4291	Region 3A		Yes	No	No	04/07/2021	903.00
Pay		53163	54124	Check	1	00701	Southside Lumber		Yes	No	No	04/07/2021	8.26
Pay		53160	54125	Check	1	00308	SW & WC Service Cooperative		Yes	No	No	04/07/2021	8,391.25
Pay		53173	54126	Check	1	2943	Sweep Hardware		Yes	No	No	04/07/2021	122.78
Pay		53164	54127	Check	1	00734	Tostenson, Inc.		Yes	No	No	04/07/2021	250.09
Pay		53166	54128	Check	1	00905	Trulock, James		Yes	No	No	04/07/2021	77.52
Pay		53158	54129	Check	1	00277	Whitney Music		Yes	No	No	04/07/2021	10.38
Pay		53168	54130	Check	1	1469	Xcel Energy		Yes	No	No	04/07/2021	1,279.90
Pay		53192	54131	Check	1	4865	e-LocalLink, Inc		Yes	No	Yes	04/13/2021	0.00
Pay		53193	54132	Check	1	4865	e-LocalLink, Inc		Yes	No	No	04/13/2021	3,995.00
Pay		53205	54133	Check	1	2852	Alexandria Technical & Comm College		Yes	No	No	04/14/2021	1,297.20
Pay		53207	54134	Check	1	3141	Apple, Inc		Yes	No	No	04/14/2021	61,740.00
Pay		53195	54135	Check	1	00138	City of Maynard		Yes	No	No	04/14/2021	328.58
Pay		53211	54136	Check	1	3592	Dooley's Natural Gas		Yes	No	No	04/14/2021	9,732.01
Pay		53218	54137	Check	1	4194	Drex-mart		Yes	No	No	04/14/2021	231.45
Pay		53199	54138	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	04/14/2021	1,120.90
Pay		53215	54139	Check	1	3882	Haff, Ashley		Yes	No	No	04/14/2021	133.89
Pay		53204	54140	Check	1	2763	Hildi Inc.		Yes	No	No	04/14/2021	660.00
Pay		53221	54141	Check	1	4564	Hoffman, Daniel J		Yes	No	No	04/14/2021	100.00
Pay		53217	54142	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/14/2021	2,235.48
Pay		53225	54143	Check	1	4868	Kaardal, Bruce	Ind/Sole Proprietor	Yes	No	No	04/14/2021	170.00
Pay		53213	54144	Check	1	3605	Klosterboer, Kristin		Yes	No	No	04/14/2021	16.00
Pay		53219	54145	Check	1	4386	Koepke, Zach		Yes	No	No	04/14/2021	40.00
Pay		53209	54146	Check	1	3336	Lakeview Schools		Yes	No	No	04/14/2021	50.00
Pay		53200	54147	Check	1	1684	MACCRAY Activity Account		Yes	No	No	04/14/2021	838.00
Pay		53206	54148	Check	1	3006	MACCRAY Lunch		Yes	No	No	04/14/2021	50.00
Pay		53222	54149	Check	1	4709	MACCRAY Postage		Yes	No	No	04/14/2021	40.80
Pay		53202	54150	Check	1	2126	Menards - Willmar		Yes	No	No	04/14/2021	263.41
Pay		53220	54151	Check	1	4410	MN PEIP		Yes	No	No	04/14/2021	77,878.84
Pay		53223	54152	Check	1	4759	Montevideo Publishing		Yes	No	No	04/14/2021	375.00
Pay		53216	54153	Check	1	3961	New Dominion School		Yes	No	No	04/14/2021	4,396.54

# Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53201	54154	54154	Check	1	1936	Palmer Bus Service, Inc		Yes	No	No	04/14/2021	92,034.79
Pay		53196	54155	54155	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	04/14/2021	79.20
Pay		53214	54156	54156	Check	1	3845	Ross, Aubrey		Yes	No	No	04/14/2021	67.20
Pay		53208	54157	54157	Check	1	3284	Runnings		Yes	No	No	04/14/2021	99.98
Pay		53224	54158	54158	Check	1	4867	Schwab, Amy		Yes	No	No	04/14/2021	15.68
Pay		53203	54159	54159	Check	1	2685	Speiser Brothers, Inc.		Yes	No	No	04/14/2021	1,852.50
Pay		53210	54160	54160	Check	1	3554	TRIO Supply Co		Yes	No	No	04/14/2021	490.92
Pay		53197	54161	54161	Check	1	00844	West Central Sanitation, Inc.		Yes	No	No	04/14/2021	845.64
Pay		53198	54162	54162	Check	1	01768	Yellow Medicine East Schools		Yes	No	No	04/14/2021	2,606.61
Pay		53212	54163	54163	Check	1	3599	YME Silhouettes		Yes	No	No	04/14/2021	150.00
Pay		53235	54164	54164	Check	1	00878	American Family -AFLAC		Yes	No	No	04/15/2021	505.14
Pay		53238	54165	54165	Check	1	1039	Citizens Alliance Bank		Yes	No	No	04/15/2021	510.00
Pay		53244	54166	54166	Check	1	4802	Colonial Life		Yes	No	No	04/15/2021	887.70
Pay		53243	54167	54167	Check	1	4594	Kensington Bank		Yes	No	No	04/15/2021	191.67
Pay		53239	54168	54168	Check	1	3014	LegalShield		Yes	No	No	04/15/2021	12.95
Pay		53236	54169	54169	Check	1	00880	MACCRAY Education Association		Yes	No	No	04/15/2021	3,318.58
Pay		53241	54170	54170	Check	1	4043	MIN Child Support Center		Yes	No	No	04/15/2021	51.00
Pay		53237	54171	54171	Check	1	00881	NCPERS Group Life Ins.		Yes	No	No	04/15/2021	63.44
Pay		53242	54172	54172	Check	1	4575	Old National Bank		Yes	No	No	04/15/2021	396.02
Pay		53240	54173	54173	Check	1	3844	United Way of West Central MN		Yes	No	No	04/15/2021	10.00
Pay		53234	54174	54174	Check	1	00023	UNUM Life Insurance Company		Yes	No	No	04/15/2021	240.66
Pay		53252	54175	54175	Check	1	2359	Amazon.com		Yes	No	No	04/16/2021	2,304.05
Pay		53253	54176	54176	Check	1	3851	Blick Art Materials		Yes	No	Yes	04/16/2021	0.00
Pay		53249	54177	54177	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	04/16/2021	559.74
Pay		53254	54178	54178	Check	1	3882	Haff, Ashley		Yes	No	No	04/16/2021	63.00
Pay		53256	54179	54179	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/16/2021	3,267.38
Pay		53250	54180	54180	Check	1	1684	MACCRAY Activity Account		Yes	No	No	04/16/2021	50.00
Pay		53255	54181	54181	Check	1	3929	MACCRAY Dance Line		Yes	No	No	04/16/2021	35.00
Pay		53251	54182	54182	Check	1	2126	Menards - Willmar		Yes	No	No	04/16/2021	39.86
Pay		53247	54183	54183	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	04/16/2021	90.00
Pay		53248	54184	54184	Check	1	00905	Trulock, James		Yes	No	No	04/16/2021	100.80
Pay		53246	54185	54185	Check	1	00277	Whitney Music		Yes	No	No	04/16/2021	83.50
Pay		53258	54186	54186	Check	1	3851	Blick Art Materials		Yes	No	No	04/16/2021	51.11
Pay		53259	54187	54187	Check	1	4687	Mud Hole Custom Tackle, Inc.		Yes	No	No	04/20/2021	783.60
Pay		53260	54188	54188	Check	1	4386	Koepke, Zach		Yes	No	No	04/22/2021	40.00
Pay		53261	54189	54189	Check	1	4869	Nelson, William G.	Ind/Sole Proprietor	Yes	No	No	04/22/2021	130.00
Pay		53277	54190	54190	Check	1	2944	Anoka Hennepin Schools		Yes	No	No	04/22/2021	450.00
Pay		53271	54191	54191	Check	1	1191	Calculators, Inc.		Yes	No	No	04/22/2021	6,845.00
Pay		53269	54192	54192	Check	1	01432	Chappell Central, Inc.		Yes	No	No	04/22/2021	1,255.58

# Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53273	54193	Check	1	1578	Chippewa CARE		Yes	No	No	04/22/2021	300.00
Pay		53281	54194	Check	1	3485	Chippewa County 4-H		Yes	No	No	04/22/2021	75.00
Pay		53265	54195	Check	1	00046	Clara City Herald		Yes	No	No	04/22/2021	304.00
Pay		53286	54196	Check	1	4414	Diamond Doctor, Inc.		Yes	No	No	04/22/2021	250.00
Pay		53284	54197	Check	1	4143	Donner, Tom		Yes	No	No	04/22/2021	1,065.00
Pay		53274	54198	Check	1	1732	Dykema, Kris		Yes	No	No	04/22/2021	28.56
Pay		53272	54199	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	04/22/2021	206.24
Pay		53287	54200	Check	1	4565	Fluency Matters		Yes	No	No	04/22/2021	114.00
Pay		53282	54201	Check	1	3882	Haff, Ashley		Yes	No	No	04/22/2021	14.00
Pay		53266	54202	Check	1	00105	Hillyard / Hutchinson		Yes	No	No	04/22/2021	1,392.86
Pay		53280	54203	Check	1	3006	MACCRAY Lunch		Yes	No	No	04/22/2021	25.00
Pay		53278	54204	Check	1	2951	MACCRAY Scholarship Fund		Yes	No	No	04/22/2021	250.00
Pay		53275	54205	Check	1	2126	Menards - Willmar		Yes	No	No	04/22/2021	98.94
Pay		53264	54206	Check	1	00010	NASSP		Yes	No	No	04/22/2021	385.00
Pay		53267	54207	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	04/22/2021	34.60
Pay		53279	54208	Check	1	2992	Pitney Bowes Global Financial Services		Yes	No	No	04/22/2021	371.40
Pay		53270	54209	Check	1	01797	Purchase Power		Yes	No	No	04/22/2021	500.00
Pay		53288	54210	Check	1	4870	Rice Home Medical, LLC		Yes	No	No	04/22/2021	75.00
Pay		53276	54211	Check	1	2496	SHI International Corp		Yes	No	No	04/22/2021	110.00
Pay		53285	54212	Check	1	4153	Speiser, Nate		Yes	No	No	04/22/2021	1,065.00
Pay		53268	54213	Check	1	01335	The Retrofit Companies, Inc.		Yes	No	No	04/22/2021	4,095.24
Pay		53283	54214	Check	1	4094	Toov, Sara		Yes	No	No	04/22/2021	300.00
Pay		53292	54215	Check	1	4872	Grove, Tim		Yes	No	No	04/26/2021	110.00
Pay		53291	54216	Check	1	4562	Lee, Ryan		Yes	No	No	04/26/2021	110.00
Pay		53294	54217	Check	1	3130	BCA		Yes	No	No	04/28/2021	15.00
Pay		53306	54218	Check	1	2891	Baltic Networks.com		Yes	No	No	04/28/2021	64.62
Pay		53311	54219	Check	1	4179	Connecting Point Computer Center		Yes	No	No	04/28/2021	59.48
Pay		53300	54220	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	04/28/2021	536.82
Pay		53309	54221	Check	1	3937	Edmison, Linda		Yes	No	No	04/28/2021	180.00
Pay		53296	54222	Check	1	00501	Freely Electric, Inc.		Yes	No	No	04/28/2021	1,626.12
Pay		53303	54223	Check	1	1922	Frontier		Yes	No	No	04/28/2021	387.56
Pay		53310	54224	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	Yes	04/28/2021	0.00
Pay		53299	54225	Check	1	1104	Jostens		Yes	No	No	04/28/2021	286.04
Pay		53304	54226	Check	1	2126	Menards - Willmar		Yes	No	No	04/28/2021	51.93
Pay		53298	54227	Check	1	01758	Mitlyng Electric & Refrig., Inc		Yes	No	No	04/28/2021	423.08
Pay		53302	54228	Check	1	1750	MSBA		Yes	No	No	04/28/2021	195.00
Pay		53297	54229	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	04/28/2021	84.85
Pay		53308	54230	Check	1	3580	Pohlmeier, Rich		Yes	No	No	04/28/2021	180.00
Pay		53305	54231	Check	1	2496	SHI International Corp		Yes	No	No	04/28/2021	110.00

# Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53301	54232	Check	1	1673	TA Lauritsen Septic and Drain		Yes	No	No	04/28/2021	190.00
Pay		53307	54233	Check	1	2923	VISA - CABank		Yes	No	No	04/28/2021	1,567.99
Pay		53313	54234	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/28/2021	2,103.13
Pay		53314	54235	Check	1	4873	MACCRAY East Parents Club		Yes	No	No	04/29/2021	264.71
Pay		53326	54236	Check	1	4752	Glaeser, Cheryl Kay	Ind/Sole Proprietor	Yes	No	No	04/29/2021	2,075.00
Pay		53321	54237	Check	1	2541	Haug-Kubota LLC		Yes	No	No	04/29/2021	290.02
Pay		53315	54238	Check	1	00105	Hillyard / Hutchinson		Yes	No	No	04/29/2021	98.50
Pay		53324	54239	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/29/2021	489.95
Pay		53322	54240	Check	1	3336	Lakeview Schools		Yes	No	No	04/29/2021	75.00
Pay		53317	54241	Check	1	1684	MACCRAY Activity Account		Yes	No	No	04/29/2021	180.00
Pay		53325	54242	Check	1	4406	MACCRAY Choir		Yes	No	No	04/29/2021	9.00
Pay		53323	54243	Check	1	3908	MACCRAY Community Ed.		Yes	No	No	04/29/2021	340.00
Pay		53319	54244	Check	1	2126	Menards - Willmar		Yes	No	No	04/29/2021	193.76
Pay		53318	54245	Check	1	2050	Minnesota Screen Print		Yes	No	No	04/29/2021	171.30
Pay		53320	54246	Check	1	2347	Rochester Telecom Systems		Yes	No	No	04/29/2021	128.85
Pay		53316	54247	Check	1	1469	Xcel Energy		Yes	No	No	04/29/2021	44.10
Pay		53328	54248	Check	1	3628	MacPhail		Yes	No	No	04/29/2021	1,065.00
Pay		53330	54249	Check	1	00878	American Family - AFLAC		Yes	No	No	04/29/2021	505.14
Pay		53333	54250	Check	1	1039	Citizens Alliance Bank		Yes	No	No	04/29/2021	510.00
Pay		53339	54251	Check	1	4802	Colonial Life		Yes	No	No	04/29/2021	887.70
Pay		53338	54252	Check	1	4594	Kensington Bank		Yes	No	No	04/29/2021	191.67
Pay		53334	54253	Check	1	3014	LegalShield		Yes	No	No	04/29/2021	12.95
Pay		53331	54254	Check	1	00880	MACCRAY Education Association		Yes	No	No	04/29/2021	3,318.58
Pay		53336	54255	Check	1	4043	MN Child Support Center		Yes	No	No	04/29/2021	51.00
Pay		53332	54256	Check	1	00881	NCPERS Group Life Ins.		Yes	No	No	04/29/2021	63.44
Pay		53337	54257	Check	1	4575	Old National Bank		Yes	No	No	04/29/2021	396.02
Pay		53335	54258	Check	1	3844	United Way of West Central MN		Yes	No	No	04/29/2021	10.00
Pay		53329	54259	Check	1	00023	UNUM Life Insurance Company		Yes	No	No	04/29/2021	240.66
Pay		53346	54260	Check	1	3439	Scholastic Book Fairs		Yes	No	No	04/30/2021	268.59
Bank Total:													
\$606,657.36													
SA		53187	21884	Check	1	00998	R & R Bakery		Yes	No	No	04/07/2021	12.59
SA		53188	21885	Check	1	2943	Sweep Hardware		Yes	No	No	04/07/2021	17.05
SA		53191	21886	Check	1	3780	Cash		Yes	No	No	04/09/2021	1,150.00
SA		53227	21887	Check	1	4693	Driven Coffee		Yes	No	No	04/14/2021	2,198.40
SA		53226	21888	Check	1	00507	West Central Trophies		Yes	No	No	04/14/2021	10.00
SA		53257	21889	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	04/16/2021	37.63
SA		53289	21890	Check	1	3006	MACCRAY Lunch		Yes	No	No	04/22/2021	101.25
SA		53290	21891	Check	1	4871	Yoose, Caden		Yes	No	No	04/22/2021	25.42

# Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Date	Pay/Void	Amount
SA	53312	21892	21892	Check	1	2923	VISA - CABank		Yes	No	No	04/28/2021		597.21
SA	53327	21893	21893	Check	1	3612	National FFA Organization		Yes	No	No	04/29/2021		330.00
Bank Total:													\$4,479.55	

Report Total: \$917,771.37

## INVESTMENTS OUTSTANDING

June 30, 2020

### MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2020	\$2,266.31
Interest - July 31, 2020	\$.39
Interest – August 31, 2020	\$.29
Interest – Sept. 30, 2020	\$.23
Interest – October 31, 2020	\$.08
Interest – November 30, 2020	\$.13
Interest – December 31, 2020	\$.08
Interest – January 31, 2021	\$.13
Interest – February 28, 2021	\$.07
Interest – March 31, 2021	\$.08
Interest – April 30, 2021	\$.07
<b>BALANCE</b>	<b><u>\$2,267.86</u></b>

### LIQUID ASSET FUND

Money Market Balance as of June 30, 2020	\$1,542.25
Interest – July 31, 2020	\$.14
Interest – August 31, 2020	\$.07
Interest – Sept. 30, 2020	\$.05
Interest – October 31, 2020	\$.03
Interest – November 30, 2020	\$.06
Interest – December 31, 2020	\$.03
Interest – January 31, 2021	\$.06
Interest – February 28, 2021	\$.02
Interest – March 31, 2021	\$.03
Interest - April 30, 2021	\$.02
<b>BALANCE</b>	<b><u>\$1,542.76</u></b>

### Heritage Bank N.A. (Savings)

Balance on June 30, 2020	\$46,030.28
Interest – July 31, 2020	\$12.90
Interest – August 31, 2020	\$12.20
Interest – Sept. 30, 2020	\$9.84
Interest – October 31, 2020	\$7.22
Interest – November 30, 2020	\$10.17
Interest – December 31, 2020	\$9.20
Interest – January 31, 2021	\$6.96
Interest – February 28, 2021	\$6.72
Interest – March 31, 2021	\$7.92
Interest - April 30, 2021	\$7.20
<b>BALANCE</b>	<b><u>\$46,123.24</u></b>

### Citizens Alliance Bank Special Money Market Savings

Balance as of June 30, 2020	\$4,215,124.28
Interest – July 31, 2020 (Transfer out \$550,000)	\$1002.07
Interest – Aug. 31, 2020 (Transfer in \$200,000)	957.12
Interest – Sept. 30, 2020 (Transfer in \$200,000)	\$1001.20
Interest – October 31, 2020	\$1003.09
Interest – November 30, 2020 (Transfer in \$300,000)	\$1086.71
Interest – December 31, 2020 (Transfer out \$1,550,000)	\$912.16
Interest – January 31, 2021 (Transfer in \$300,000)	\$580.90
Interest – February 28, 2021 (Transfer out \$300,000)	\$563.74
Interest – March 31, 2021	\$637.90

Interest – April 30, 2021

\$580.04

**BALANCE**

**\$2,823,449.21**

## 2021-2022 Original Budget

	Revised Budget <u>2020-2021</u>	Original Budget <u>2021-2022</u>	<u>Difference</u>
<b><u>Revenues</u></b>			
General Fund	10,142,557	9,156,985	(985,572)
Food Service	297,992	334,200	36,208
Community Service	225,484	246,330	20,846
Capital Outlay (LTFM)	485,232	411,033	(74,199)
Debt Redemption	2,948,089	2,829,611	(118,478)
<b>Totals</b>	<b>14,099,354</b>	<b>12,978,159</b>	<b>(1,121,195)</b>
<b><u>Expenditures</u></b>	Revised Budget <u>2020-2021</u>	Original Budget <u>2021-2022</u>	<u>Difference</u>
General Fund	9,337,986	9,431,383	93,397
Food Service	416,685	479,400	62,715
Community Service	581,742	-	(581,742)
Capital Outlay Includes (H & S)	327,916	250,278	(77,638)
Debt Redemption	2,807,395	2,644,813	(162,582)
<b>Totals</b>	<b>13,471,724</b>	<b>12,805,874</b>	<b>(665,850)</b>
FY2022 Original Budget	<u>Revenues</u>	<u>Expenditures</u>	<u>Difference</u>
General Fund	9,156,985	9,431,383	(274,398)
Food Service	334,200	479,400	(145,200)
Community Service	246,330	581,742	(335,412)
Capital Outlay Includes (H&S)	411,033	250,278	160,755
Debt Redemption	2,829,611	2,644,813	184,798
<b>Totals</b>	<b>12,978,159</b>	<b>13,387,616</b>	<b>(409,457)</b>





***MACCRAY Public Schools***  
***ISD 2180*** *Maynard – Clara City - Raymond*

**CONTRACT**

**Establishing the**  
**Terms and Conditions of Employment**

**By and Between**

**MACCRAY Schools**

**And**

**Judd Wheatley**  
**High School Principal**

**July 1, 2021 – June 30, 2023**

## **ARTICLE 1 PURPOSE**

This Agreement entered into by and between the School Board of MACCRAY Schools hereinafter called the District, and Judd Wheatley hereinafter called the High School Principal, has as its objective the establishment of the terms and conditions of employment for certain management personnel for the period herein established.

## **ARTICLE 2 DEFINITIONS**

Subd. 2.1 P.E.L.R.A. Of 1971 shall mean the Public Employment Labor Relations Act of 1971, as amended.

Subd. 2.2 Superintendent shall mean the Superintendent of MACCRAY Schools or a designated representative.

Subd. 2.3 School Board shall mean the School Board of MACCRAY Schools or its designated representative.

Subd. 2.4 High School Principal shall mean management personnel covered by this agreement.

Subd. 2.5 Parties shall mean the District and Associations.

Subd. 2.6 Other Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A..

## **ARTICLE 3 RECOGNITION**

Subd. 3.1 Appropriate Unit: In accordance with P.E.L.R.A. The District recognizes the Association as the exclusive representative of all management personnel within the bargaining unit certified by the Bureau of Mediation Services. "All employees of MACCRAY Schools, who are certify by the State Department of Education as High School Principal who are employed for more than 14 hours per week and more than 100 works day per year, and who devote 50% of their time to administrative or supervisory duties in the capacity of an High School Principal."

Subd. 3.2 Bargaining Unit Dispute. In the event of a dispute between the District and the High School Principal as to the inclusion or exclusion within the bargaining unit of a newly created or modified job classification, either party may petition the Bureau of Medication Services in accordance with the P.E.L.R.A.

## **ARTICLE 4 ASSOCIATION RIGHTS**

Subd. 4.1 Use of Facilities: The High School Principal shall have the right to use District buildings before or after hours for meetings, scheduling such use with the Superintendent provided that this shall not interfere with or interrupt school operations. Expenses incident to the meeting shall be borne by the High School Principal in Accordance with District policy.

Subd 4.2 Indemnification: The High School Principal shall indemnify and hold the District harmless against any and all claims, orders, or judgments made against the District in the administration of Section 4.4 of this Article.

Subd. 4.3 Personnel Files: High School Principal shall have the right to review his individual Personnel file in accordance with applicable Minnesota statutes.

Subd. 4.4 Meet and Confer: The High School Principal has the right on an annual basis to request two (2) meet and confer meetings with the School Board.

## **ARTICLE 5 DISTRICT RIGHTS**

Subd. 5.1 Inherent Managerial Rights: The High School Principal recognizes that the District is not required to meet negotiate on matters of inherent managerial policy, which include but are not limited to, such areas of discretion or policy as the functions and programs of the District, its overall budget, the utilization of technology, the organizational structure, and the selection, direction, or number of personnel.

Subd. 5.2 Reservation of Managerial Rights: The foregoing enumeration of District rights shall not be deemed to exclude other inherent management rights. Any and all management rights and functions not expressly delegated by this Agreement are reserved to the District.

Subd. 5.3 Laws, Rules and Regulations: The parties agree to abide by applicable State and Federal Laws, rules established by the State Department of Education, and rules and regulations established by the School Board, provided such rules and regulations are not in conflict with this Agreement.

## **ARTICLE 6 DUTY YEAR**

Subd. 6.1 The normal duty year shall be considered as 200 days.

Subd. 6.2 Specific Duty Year: These specific duty days during the calendar period July 1 through June 30 shall be established by the High School Principal and the Superintendent. The Superintendent reserves the right to designate specific calendar days during the period of July 1 through June 30 as mandatory duty days.

Subd. 6.3 Management Commitment: The District and the High School Principal concur that the management nature of the duties and responsibilities of the High School Principal covered by this Agreement requires a commitment to whatever time is necessary to accomplish such managerial duties and responsibilities.

#### ARTICLE 7 DUTY DAYS

Subd. 7.1 Normal Duty Day:

Subd. 7.11 The High School Principal shall normally be on duty during the period established as the teacher's basic duty day at their building of responsibility or as directed by the Superintendent.

Subd. 7.12 High School Principal, because of his managerial duties and responsibilities agree to commit whatever time is necessary to accomplish such managerial duties and responsibilities.

#### ARTICLE 8 COMPENSATION

Subd. 8.1 Salary Schedule: The annual salary of the High School Principal, employed by individual continuing contract for the 2021-2022 and 2022-2023 duty years, is established by Schedule A, attached hereto, and shall be considered part of the Agreement.

Subd. 8.2 Annual Salary: The High School Principal employed by an individual continuing contract will be paid an annual salary. High School Principal employed for a duty year less than that established by Article 6, Section 6.1 and 6.2, shall be paid a prorated annual salary.

Subd. 8.3 Daily Rate: For the purposes of calculating daily rate, the High School Principal annual individually contracted salary divided by the duty year established by Article 6, Sections 6.1 and 6.2 shall equal daily rate.

Subd. 8.4 Mileage: High School Principal shall be reimbursed at the Board rate for the use of their personal automobile to conduct authorized and approved travel on the behalf of the District.

Subd. 8.5 Dues: The High School Principal is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay the membership dues for such organizations (MESPA) as are required, directed, or permitted by the School Board. The High School Principal shall present appropriate statements for approval as provided by law.

Subd. 8.6 Work Stoppage: High School Principal, in the event of a strike or work stoppage by other District employees, shall report for duty to carry out School Board policies and directives.

Subd. 8.7 Stipend: A stipend of \$50 will be paid for supervision of spectator sport athletic events and dances (Homecoming, Snow Week and Jr. High Dances).

#### ARTICLE 9 - INSURANCE

Subd. 9.1 Selection: The selection of the insurance carrier & policy shall be made by the School District as provided by law.

Subd. 9.2 Claims against School District: It is understood that the School District's only obligation is to purchase insurance policy and pay such amount as agreed to here-in and no claim shall be made against the School District as a result of a denial of insurance benefits by an Insurance carrier.

Subd. 9.3 Duration of Insurance Contribution: The High School Principal is eligible for School District contribution as provided in this Article as long as the High School Principal is employed by the School District. Upon termination of employment, all School District contributions shall cease. The High School Principal may remain in the plan for 18 months by paying his own premium as provided by M.S. 62A.17.

Subd. 9.4 Eligibility: The School District contribution will be provided to all High School Principals and provided on a pro rata basis for those High School Principals employed on a part time basis.

Subd. 9.5 Benefits: The School District will contribute to the High School Principal the amount of **\$18,000 each year** towards the cost of the health insurance policy premium, with the deductible of his choice.

CORE BENEFITS – 1. Health and Hospitalization insurance.

Subd. 9.6 Highly compensated employee component of the ACA. In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District.

Subd. 9.7 Life Insurance: The School District shall provide, at its own expense, burial insurance for the High Principal in the amount of \$25,000.

Subd. 9.8 Long-Term Disability Insurance: The School District shall provide, at its own expense, long-term disability insurance for the High School Principal under the School District's group long-term disability insurance plan.

Subd. 9.9 Eligibility: The eligibility of the High School Principal and the High School Principal's dependent(s) and beneficiary(ies) for insurance benefits shall be governed by the terms of the insurance policies purchased by the School District pursuant to this article.

Subd. 10.0 Claims Against the School District: The School District's only obligation is to purchase the insurance policies described in this article, and no claim shall be made against the School District as a result of denial of insurance benefits by an insurer if the School District has purchased the policies and paid the premiums described in this article.

## ARTICLE 10 LEAVES OF ABSENCE

### Subd. 10.1 Sick Leave:

Subd. 10.11 All full-time High School Principals shall earn sick leave at the rate of (148.5) hours (17.5) Days for each year of employment in the school district. All High School Principals will be credited one-year sick leave allowance upon completion of their first day of service. Deductions for absences will be made on the same basis as granted. Part time High School Principals will accrue and be charged sick leave on a pro rata basis. =

Subd. 10.12 Unused sick leave days may accumulate to a maximum credit of (1,072) Hours (126) Days of sick leave per High School Principal.

Subd. 10.13 Sick leave with pay shall be allowed whenever an High School Principal's absence is found to have been due to illness which prevented his attendance at school and performance of duties on that day or days.

Subd. 10.14 The High School Principal's sick leave may be allowed for absences due to an illness of the High School Principal's spouse, parent or child as covered by M.S. 181.9413, on the same terms the High School Principal is able to use sick leave benefits for the High School Principal own illness as stated in Article X, Section 1 of the Master Contract.

Subd. 10.15 The School District may require the High School Principal to furnish a medical certificate from the school health officer or from a qualified physician as evidence of illness, indicated such absence was due to illness, in order to qualify for sick leave pay.

Subd. 10.16 In the event that a medical certificate will be required, the High School Principal will be so advised within two (2) working days of return to work.

Subd. 10.17 Sick leave allowed shall be deducted from the accrued sick leave days earned by the High School Principal.

Subd. 10.2 Bereavement Leave: Five (5) day's bereavement leave per death in the immediate family will be granted. Immediate family to be defined as follows: wife or husband, son, daughter, mother, father, grandparents, grandchildren, brother, sister, mother-in-law, father-in-law, brother-in-law and sister-in-law. Up to two (2) additional days may be granted for the death of friends and/or relatives. Days used will not be deducted from sick leave.

Subd. 10.3 Emergency Leave: Emergency leave may be granted at the discretion of the Superintendent. All emergency leaves will be deducted from sick leave.

Subd. 10.4 National Convention: The High School Principal is authorized once every three (3) years with prior approval from the Superintendent. Registration, airfare and accommodations will be allowed for expenses.

### Subd. 10.5 Child Care Leave:

Subd. 10.51 A child care leave may be granted by the School District, subject to the provisions of this section to one (1) parent of a child, provided such parent is caring for the child on a full-time basis.

Subd. 10.52 A High School Principal making application of childcare leave shall inform the Superintendent in writing of intention to take the leave at least two (2) calendar months before commencement of the intended leave. In case of adoption, the two (2) calendar month notification shall be waived.

Subd. 10.53 If the reason for the child care leave is occasioned by pregnancy, an High School Principal may elect to utilize sick leave pursuant to the sick leave provision of the Agreement in lieu of seeking childcare pursuant to this Section. A pregnant High School Principal will also provide at the time of the leave of application, a statement from her physician indicating date of delivery. Said High School Principal making application and receiving approval for childcare leave under the terms of this Agreement may also qualify for sick leave based under the terms of this Agreement provided the sick leave shall not be used between the beginning and ending dates of the childcare leave.

Subd. 10.54 Three (3) days of the yearly accrued sick leave may be allowed for an adoption of a child by a person covered under this master agreement. Pay shall be allowed for this leave and the days of absence shall be deducted from their sick leave.

Subd. 10.55 The school district may adjust the proposed beginning or ending date of a childcare leave so that the dates of the leave coincide with some natural breaks in the school year – i.e. winter vacation, spring vacation, semester break, end of a grading period, end of the school year, or the like. The availability of a substitute may also be considered by the school board in the granting of a childcare leave or the duration thereof.

Subd. 10.56 In making a determination concerning the commencement and duration of a childcare leave, the school board shall not, in any event, be required to: (1) Grant any leave more than twelve (12) months in duration, (2) Permit the High School Principal to return to his or her employment prior to the date designated in the request for Childcare leave.

Subd. 10.57 An High School Principal returning from childcare leave shall be re-Employed in a position which he or she is licensed unless previously discharged or placed on unrequested leave of absence.

Subd. 10.58 Failure of the High School Principal to return pursuant to the date determined under this section shall constitute grounds for termination unless the School District and the High School Principal mutually agrees to an extension of the leave.

Subd. 10.59 A High School Principal who returns from childcare leave within the provisions of this section shall retain all previous experience credit for pay purposes, seniority, and any unused leave time accumulated under the provisions of this agreement at the commencement of the beginning of the leave. The High School Principal shall not accrue additional experience credit for pay purposes or leave time during the period of absence for childcare leave.

Subd. 10.60 A High School Principal on Child Care leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the High School Principal wishes to retain, commencing with the beginning of the child care leave. The right to continue participation in such groups' insurance programs, however, will terminate if the High School Principal does not return to the School District pursuant to this section.

Subd. 10.6 Sabbatical Leave: Sabbatical leave may be granted at the discretion of the School District. A High School Principal who returns from sabbatical leave within the provisions of this Section shall retain all previous experience credit, seniority, and any unused leave time accumulated under the provisions of this agreement at the commencement of the beginning of the leave. The High School Principal shall not accrue additional experience credit or leave during the period of absence for sabbatical leave.

Subd. 10.7 Personal Leave:

Subd. 10.71 At the beginning of the school year, each High School Principal shall be granted (34) hours (4) days of personal leave nonrestrictive. Personal days refer to days not covered by any other provision of this agreement.

Subd. 10.72 Requests for personal leave must be made in writing to the Superintendent of Schools at least three (3) days in advance, except in the event of emergencies. All personal leaves must have prior approval.

Subd. 10.73 A personal day shall not be granted for the day preceding or the day following holidays or vacations and the first and last days of the school year.

Subd. 10.74 Any unused personal leave days by June 30 of each contract year will be paid at 100% at the High School Principals daily rate of pay.

Subd. 10.8 Professional Leave: Professional Leave may be granted subject to the Superintendent's approval.

#### **ARTICLE 11 PRINCIPAL RETIREMENT**

Subd. 11.1 403 (b) Plan: The MACCRAY School District shall maintain a 403(b) retirement saving plan for the High School Principal and will contribute \$3600 into the plan each year.

#### **ARTICLE 12 GRIEVANCE PROCEDURE**

Subd. 12.1 Grievance Definition: A "grievance" shall mean an allegation by a High School Principal resulting in a dispute or disagreement between the High School Principal and the School District as to the interpretation or application of terms and conditions contained in this agreement.

Subd. 12.2 Representative: The High School Principal or School District may be represented during any stop of the procedure by any person or agent designated by such part to act in his behalf.

Subd. 12.3 Definitions and Interpretations:

Subd. 12.31 Extension: Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 12.32 Days: Reference today regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated a legal holiday by State Law.

Subd. 12.33 Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period to time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, or Sunday, a legal holiday, in which event the period runs until the end of the next day, which is not a Saturday, a Sunday or a legal holiday.

Subd. 12.34 Filing and Postmark: The filing or service of any notice or document herein shall be timely. It is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Subd. 12.4 Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the School District's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within **TWENTY DAYS (20)** after the date the event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one leave to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the High School Principal and the School District's designee.

Subd. 12.5 Adjustment of Grievance: The School District and High School Principal shall attempt to adjust all grievances which may arise during the course of employment of any High School Principal within the District in the following manner:

Subd. 12.51 Level I: If the grievance is not resolved through informal discussions, the School District designee shall give a written decision on the grievance to the parties involved within **FIVE DAYS** after the receipt of the written grievance.

Subd. 12.52 Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School District, provided such appeal is made in writing within **FIVE DAYS** after receipt of the decision in Level I. If a grievance is properly appealed to the School District, the School District shall set a time to hear the grievance within **FIFTEEN DAYS** after the meeting, the School District, a committee or representative of the board may be designed by the board to hear the appeal at this level, and report its findings and recommendations to the School District. The School District shall then render its decision.

Subd. 12.6 School District Review: The School District reserves the right to review any decision issued under Level I of this procedure provided the School District or its representative notify the parties of its intention to review within **TEN DAYS** after the decision has been rendered. In the event the School District reviews a grievance under this section, the School District reserves the right to reserve or modify such decision.

Subd. 12.7 Denial of Grievance: Failure by the School District or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the High School Principal may appeal it to the next level.

Subd. 12.8 Arbitration Procedures: In the event that the High School Principal and the School District is unable to resolve any grievance, the grievance may be submitted to Arbitration as defined herein:

Subd. 12.81 Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the Office of the Superintendent within **TEN DAYS** following the decision in Level II of the grievance procedure.

Subd. 12.82 Prior Procedures Required: No grievance shall be considered by the Arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 12.83 Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall within **TEN DAYS** after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PELRA to appoint an arbitrator, pursuant to MS 179.70 subd. 4, providing such request is made within **TWENTY DAYS** after request for arbitration. The request shall ask that the appointment be made within **THIRTY DAYS** after the receipt of said request. Failure to agree upon an arbitrator or the failure to request an arbitrator from the PELRA within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 12.84 Submission of Grievance Information: Upon appointment of the arbitrator, the appealing party and the School District shall **five days** prior to the arbitration hearing forward to the arbitrator the submission of the grievance which shall include the following: 1. The issue involved. 2. Statement of the facts. 3. Position of the grievant. 4. The written documents relating to Article 12, Sections 4 and 5 of the grievance procedure.

Subd. 12.85 Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 12.86 Decision: The decision by the arbitrator shall be rendered within **THIRTY DAYS** after the close of the hearing. Decision by the arbitrator in cases properly before him shall be final and binding upon the parties, subject however, to the Limitations of arbitration decisions are provided by in the PELRA.

Subd. 12.87 Expense: Each party shall bear its own expense in connection with arbitration including expenses relating to the parties representatives, witness, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the Arbitrator, the cost of the transcript or recording if requested by either or both parties, and other expenses, which the parties mutually agree, are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such copy.

Subd. 12.88 Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreement relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to propose changes in terms and conditions of employment as defined herein and contained in this written agreement; not shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein. The jurisdiction of the arbitrator shall include, but is not limited to, such areas of discretion or policy as the functions and programs of the employer. Its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in the order the arbitrator shall give due consideration to the statutory rights and obligations of the public school district to efficiency manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Subd. 12.89 Duplication: A party shall not institute a grievance action and a Court action at the same time on the same action.

### **ARTICLE 13: Unrequested Leave of Absence**

#### **Section 1. Purpose:**

The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or assistant principal must be placed on unrequested leave of absence due to discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation the provisions of M. S. 122A.40, as amended, shall apply.

#### **Section 2. Definitions:**

Subd. 1. "Principal" shall mean a continuing contract principal or assistant principal appropriately licensed.

Subd. 2. "Seniority" shall mean employment under a continuing contract as principal or assistant principal with a seniority date as determined by Section 3 hereof involving continuous service with the School District. For purposes of seniority, it is understood that a principal on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. "Association" or "Unit" shall mean the recognized exclusive representative for principals and assistant principals.

#### **Section 3. Establishment of a Seniority List:**

Subd. 1. The District shall annually establish a seniority list to be prepared from District records. The list shall be distributed electronically to all members of the principals bargaining unit.

Subd. 2. All principals will have a seniority date on the K-12 principal's seniority list.

Subd. 3. Any principal who disagrees with the order of seniority on the list shall have 20 days from the transmission of the list discuss the matter with the district. Absent an agreement, the matter may be resolved through the contractual grievance process.

Subd. 5. In the event the principals have equal seniority, their seniority ranking shall be determined by whoever has the Highest degree in his/her area of certification.

Subd. 6. A principal who has held seniority as a full-time principal shall continue to retain the original seniority date and hold seniority if such principal becomes employed in a part-time position involving continuous service.

**Section 4. Placement on Unrequested Leave of Absence.**

Subd. 1. The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or assistant principal must be placed on unrequested leave of absence due to discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation the provisions of M. S. 122A.40, as amended, shall apply.

Subd 2. Principals and assistant principals shall be placed on unrequested leave in reverse order of their hiring on the K-12 seniority list.

Subd. 3. Principals may not assert a seniority right into a promotional position.

Subd. 4. For purposes of placement on unrequested leave, only service in the unity as a principal or assistant principal may be counted.

Subd. 5. Principals placed on unrequested leave have the right to return to other positions in the district for which they are licensed and for which they are senior.

**Section 5. Reinstatement:**

Subd. 1. Principals shall be recalled from an unrequested leave of absence to available positions in the School District in fields for which they are licensed in the inverse order in which they were placed on unrequested leave of absence.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated every October 1st, and a copy shall be forwarded to the Association.

Subd. 3. No appointment of a new principal shall be made while there is available, on unrequested leave, a principal who is properly licensed to fill such vacancy. The principals right to reinstatement shall terminate if the principal fails to file with the board by April 1 of any year a written statement requesting reinstatement.

Subd. 4. Notification of available positions shall be by certified mail to the last known address of the principal as recorded in the business office. In the event a principal declines a principal position or fails to notify the School Board in writing of the principal's intentions within thirty (30) days of the date of notification, the principal shall be removed from the recall list.

Subd. 5. A principal placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of principals placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a principal or result in the loss of any benefits accrued under the Master contract while the principal was employed by the School Board.

Subd. 7. The unrequested leave of absence of a principal who is not reinstated shall continue for a period of three (3) years from the date the principal's unrequested leave of absence began or until the principal fails to respond within thirty (30) days of the date of notification or until the principal submits in writing a request to be removed from the recall list, whichever occurs first.



**ARTICLE 14: Duration**

Subd. 14.1 Term of Contract: This Agreement shall remain in full force and effect for a period commencing July 1, 2021 except as specifically provided otherwise in the Agreement, through June 30, 2023 and thereafter until modified or terminated pursuant to the PELRA of 1971 as amended.

Subd. 14.2 Modification: if either party desires to modify or terminate this Agreement effective on June 30, 2023, it shall give written notice of such intent no later than April 1, 2023. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 calendar days prior to the expiration of this Agreement.

Subd. 14.3 Effect: This Agreement constitutes the full and complete agreement between the District and the High School Principal. The provision herein supersedes and takes precedence over any and all prior Agreement, resolutions, practices, district policies, rules or regulations concerning the terms and conditions of employment.

Subd. 14.4 Finality: It is further agreed that any matters relating to the terms and conditions of employment, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement

Subd. 14.5 Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under and circumstances is held invalid, it shall not affect any other provision of the Agreement or the application of any provisions thereof under different circumstances.

**Article 15: Severance**

Section 1. Terms: Principals who have completed at least 20 years of allowable service within the School District shall be eligible for severance pay pursuant to the provisions of this article upon submission of a written resignation accepted by the school district. Principals shall receive pay in the amount obtained by calculating 25% of the daily rate of pay times the number of unused sick leave days (not to exceed 100 days).

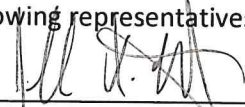
Section 2. Terminated Employment: Severance pay shall not be granted to a principal whose employment has been terminated pursuant to MS122A.40.

**SCHEDULE A - High School Principal**

**2021-2022 - \$ 94,940**

**2022-2023 - \$ 95,900**

Agreed to as the full and complete settlement of the terms and conditions of employment by the signatures of the following representatives of the District and the High School Principal.

  
\_\_\_\_\_  
High School Principal

\_\_\_\_\_  
MACCRAY Chairman

Dated this 7<sup>th</sup> day of May, 2021

\_\_\_\_\_  
MACCRAY Clerk

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021



***MACCRAY Public Schools***  
***ISD 2180*** *Maynard – Clara City - Raymond*

**CONTRACT**

**Establishing the**  
**Terms and Conditions of Employment**

**By and Between**

**MACCRAY Schools**

**And**

**Mitchell Kent**  
**Elementary School Principal**

**July 1, 2021 – June 30, 2023**

## **ARTICLE 1 PURPOSE**

This Agreement entered into by and between the School Board of MACCRAY Schools hereinafter called the District, and Mitchell Kent hereinafter called the Elementary School Principal, has as its objective the establishment of the terms and conditions of employment for certain management personnel for the period herein established.

## **ARTICLE 2 DEFINITIONS**

- Subd. 2.1 P.E.L.R.A. Of 1971 shall mean the Public Employment Labor Relations Act of 1971, as amended.
- Subd. 2.2 Superintendent shall mean the Superintendent of MACCRAY Schools or a designated representative.
- Subd. 2.3 School Board shall mean the School Board of MACCRAY Schools or its designated representative.
- Subd. 2.4 Elementary School Principal shall mean management personnel covered by this agreement.
- Subd. 2.5 Parties shall mean the District and Associations.
- Subd. 2.6 Other Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A..

## **ARTICLE 3 RECOGNITION**

- Subd. 3.1 Appropriate Unit: In accordance with P.E.L.R.A. The District recognizes the Association as the exclusive representative of all management personnel within the bargaining unit certified by the Bureau of Mediation Services. "All employees of MACCRAY Schools, who are certify by the State Department of Education as Elementary School Principal who are employed for more than 14 hours per week and more than 100 work day per year, and who devote 50% of their time to administrative or supervisory duties in the capacity of an Elementary School Principal."
- Subd. 3.2 Bargaining Unit Dispute. In the event of a dispute between the District and the Elementary School Principal as to the inclusion or exclusion within the bargaining unit of a newly created or modified job classification, either party may petition the Bureau of Medication Services in accordance with the P.E.L.R.A.

## **ARTICLE 4 ASSOCIATION RIGHTS**

- Subd. 4.1 Use of Facilities: The Elementary School Principal shall have the right to use District buildings before or after hours for meetings, scheduling such use with the Superintendent provided that this shall not interfere with or interrupt school operations. Expenses incident to the meeting shall be borne by the Elementary School Principal in Accordance with District policy.
- Subd 4.2 Indemnification: The Elementary School Principal shall indemnify and hold the District harmless against any and all claims, orders, or judgments made against the District in the administration of Section 4.4 of this Article.
- Subd. 4.3 Personnel Files: Elementary School Principal shall have the right to review his individual Personnel file in accordance with applicable Minnesota statutes.
- Subd. 4.4 Meet and Confer: The Elementary School Principal has the right on an annual basis to request two (2) meet and confer meetings with the School Board.

## **ARTICLE 5 DISTRICT RIGHTS**

- Subd. 5.1 Inherent Managerial Rights: The Elementary School Principal recognizes that the District is not required to meet to negotiate on matters of inherent managerial policy, which include but are not limited to, such areas of discretion or policy as the functions and programs of the District, its overall budget, the utilization of technology, the organizational structure, and the selection, direction, or number of personnel.
- Subd. 5.2 Reservation of Managerial Rights: The foregoing enumeration of District rights shall not be deemed to exclude other inherent management rights. Any and all management rights and functions not expressly delegated by this Agreement are reserved to the District.
- Subd. 5.3 Laws, Rules and Regulations: The parties agree to abide by applicable State and Federal Laws, rules established by the State Department of Education, and rules and regulations established by the School Board, provided such rules and regulations are not in conflict with this Agreement.

## **ARTICLE 6 DUTY YEAR**

- Subd. 6.1 The normal duty year shall be considered as 195 days.
- Subd. 6.2 Specific Duty Year: These specific duty days during the calendar period July 1 through June 30 shall be established by the Elementary School Principal and the Superintendent. The Superintendent reserves the right to designate specific calendar days during the period of July 1 through June 30 as mandatory duty days.

Subd. 6.3 Management Commitment: The District and the Elementary School Principal concur that the management nature of the duties and responsibilities of the Elementary School Principal covered by this Agreement requires a commitment to whatever time is necessary to accomplish such managerial duties and responsibilities.

## **ARTICLE 7 DUTY DAYS**

Subd. 7.1 Normal Duty Day:

Subd. 7.11 The Elementary School Principal shall normally be on duty during the period established as the teachers' basic duty day at their building of responsibility or as directed by the Superintendent.

Subd. 7.12 Elementary School Principal, because of his managerial duties and responsibilities agree to commit whatever time is necessary to accomplish such managerial duties and responsibilities.

## **ARTICLE 8 COMPENSATION**

Subd. 8.1 Salary Schedule: The annual salary of the Elementary School Principal, employed by individual continuing contract for the 2021-2022 and 2022-2023 duty years, is established by Schedule A, attached hereto, and shall be considered part of the Agreement.

Subd. 8.2 Annual Salary: The Elementary School Principal employed by an individual continuing contract will be paid an annual salary. Elementary School Principal employed for a duty year less than that established by Article 6, Section 6.1 and 6.2, shall be paid a prorated annual salary.

Subd. 8.3 Daily Rate: For the purposes of calculating daily rate, the Elementary School Principal annual individually contracted salary divided by the duty year established by Article 6, Sections 6.1 and 6.2 shall equal daily rate.

Subd. 8.4 Mileage: Elementary School Principal shall be reimbursed at the Board rate for the use of their personal automobile to conduct authorized and approved travel on the behalf of the District.

Subd. 8.5 Dues: The Elementary School Principal is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay the membership dues for such organizations (MESPA) as are required, directed, or permitted by the School Board. The Elementary School Principal shall present appropriate statements for approval as provided by law.

Subd. 8.6 Work Stoppage: Elementary School Principal, in the event of a strike or work stoppage by other District employees, shall report for duty to carry out School Board policies and directives.

Subd. 8.7 Stipend: A stipend of \$50 will be paid for supervision of spectator sport athletic events and dances (Homecoming, Sno Week and Jr. High Dances).

## **ARTICLE 9 - INSURANCE**

Subd. 9.1 Selection: The selection of the insurance carrier & policy shall be made by the School District as provided by law.

Subd. 9.2 Claims against School District: It is understood that the School District's only obligation is to purchase insurance policy and pay such amount as agreed to here-in and no claim shall be made against the School District as a result of a denial of insurance benefits by an Insurance carrier.

Subd. 9.3 Duration of Insurance Contribution: The Elementary School Principal is eligible for School District contribution as provided in this Article as long as the Elementary School Principal is employed by the School District. Upon termination of employment, all School District contributions shall cease. The Elementary School Principal may remain in the plan for 18 months by paying his own premium as provided by M.S. 62A.17.

Subd. 9.4 Eligibility: The School District contribution will be provided to all Elementary School Principals and provided on a pro rata basis for those Elementary School Principals employed on a part time basis.

Subd. 9.5 Benefits: The School District will contribute to the Elementary School Principal up to the amount of **\$15,000 each year** towards the cost of the health insurance policy premium, with the deductible of his choice.

CORE BENEFITS – 1. Health and Hospitalization insurance.

Subd. 9.6 Highly compensated employee component of the ACA. In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District.

Subd. 9.7 Life Insurance: The School District shall provide, at its own expense, life insurance for the Elementary

Principal in the amount of \$50,000.

Subd. 9.8 Long-Term Disability Insurance: The School District shall provide, at its own expense, long-term disability insurance for the Elementary School Principal under the School District's group long-term disability insurance plan.

Subd. 9.9 Eligibility: The eligibility of the Elementary School Principal and the Elementary School Principal's dependent(s) and beneficiary(ies) for insurance benefits shall be governed by the terms of the insurance policies purchased by the School District pursuant to this article.

Subd. 10.0 Claims Against the School District: The School District's only obligation is to purchase the insurance policies described in this article, and no claim shall be made against the School District as a result of denial of insurance benefits by an insurer if the School District has purchased the policies and paid the premiums described in this article.

## **ARTICLE 10 LEAVES OF ABSENCE**

Subd. 10.1 Sick Leave:

Subd. 10.11 All full-time Elementary School Principals shall earn sick leave at the rate of (148.5) hours (17.5) Days for each year of employment in the school district. All Elementary School Principals will be credited one-year sick leave allowance upon completion of their first day of service. Deductions for absences will be made on the same basis as granted. Part time Elementary School Principals will accrue and be charged sick leave on a pro rata basis.

Subd. 10.12 Unused sick leave days may accumulate to a maximum credit of (1,072) Hours (126) Days of sick leave per Elementary School Principal.

Subd. 10.13 Sick leave with pay shall be allowed whenever an Elementary School Principal's absence is found to have been due to illness which prevented his attendance at school and performance of duties on that day or days.

Subd. 10.14 The Elementary School Principal's sick leave may be allowed for absences due to an illness of the Elementary School Principal's spouse, parent or child as covered by M.S. 181.9413, on the same terms the Elementary School Principal is able to use sick leave benefits for the Elementary School Principal own illness as stated in Article X, Section 1 of the Master Contract.

Subd. 10.15 The School District may require the Elementary School Principal to furnish a medical certificate from the school health officer or from a qualified physician as evidence of illness, indicated such absence was due to illness, in order to qualify for sick leave pay.

Subd. 10.16 In the event that a medical certificate will be required, the Elementary School Principal will be so advised within two (2) working days of return to work.

Subd. 10.17 Sick leave allowed shall be deducted from the accrued sick leave days earned by the Elementary School Principal.

Subd. 10.2 Bereavement Leave: Five (5) day's bereavement leave per death in the immediate family will be granted. Immediate family to be defined as follows: wife or husband, son, daughter, mother, father, grandparents, grandchildren, brother, sister, mother-in-law, father-in-law, brother-in-law and sister-in-law. Up to two (2) additional days may be granted for the death of friends and/or relatives. Days used will not be deducted from sick leave.

Subd. 10.3 Emergency Leave: Emergency leave may be granted at the discretion of the Superintendent. All emergency leaves will be deducted from sick leave.

Subd. 10.4 National Convention: The Elementary School Principal is authorized once every three (3) years with prior approval from the Superintendent. Registration, air fare and accommodations will be allowed for expenses.

Subd. 10.5 Child Care Leave:

Subd. 10.51 A childcare leave may be granted by the School District, subject to the provisions of this section to one (1) parent of a child, provided such parent is caring for the child on a full-time basis.

Subd. 10.52 An Elementary School Principal making application of childcare leave shall inform the Superintendent in writing of intention to take the leave at least two (2) calendar months before commencement of the intended leave. In case of adoption, the two (2) calendar month notification shall be waived.

Subd. 10.53 If the reason for the childcare leave is occasioned by pregnancy, an Elementary School Principal may elect to utilize sick leave pursuant to the sick leave provision of the Agreement in lieu of seeking childcare pursuant to this Section. A pregnant Elementary School Principal will also provide at the time of the leave of application, a statement from her physician indicating date of delivery. Said Elementary School Principal making application and receiving approval for childcare leave under the terms of this Agreement may also qualify for sick leave based under the terms of

this Agreement provided the sick leave shall not be used between the beginning and ending dates of the childcare leave.

Subd. 10.54 Three (3) days of the yearly accrued sick leave may be allowed for an adoption of a child by a person covered under this master agreement. Pay shall be allowed for this leave and the days of absence shall be deducted from their sick leave.

Subd. 10.55 The school district may adjust the proposed beginning or ending date of a childcare leave so that the dates of the leave coincide with some natural breaks in the school year – i.e. winter vacation, spring vacation, semester break, end of a grading period, end of the school year, or the like. The availability of a substitute may also be considered by the school board in the granting of a childcare leave or the duration thereof.

Subd. 10.56 In making a determination concerning the commencement and duration of a childcare leave, the school board shall not, in any event, be required to: (1) Grant any leave more than twelve (12) months in duration, (2) Permit the Elementary School Principal to return to his or her employment prior to the date designated in the request for Childcare leave.

Subd. 10.57 An Elementary School Principal returning from childcare leave shall be re-Employed in a position which he or she is licensed unless previously discharged or placed on unrequested leave of absence.

Subd. 10.58 Failure of the Elementary School Principal to return pursuant to the date determined under this section shall constitute grounds for termination unless the School District and the Elementary School Principal mutually agrees to an extension of the leave.

Subd. 10.59 A Elementary School Principal who returns from childcare leave within the provisions of this section shall retain all previous experience credit for pay purposes, seniority, and any unused leave time accumulated under the provisions of this agreement at the commencement of the beginning of the leave. The Elementary School Principal shall not accrue additional experience credit for pay purposes or leave time during the period of absence for childcare leave.

Subd. 10.60 An Elementary School Principal on childcare leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, and the district shall continue to pay their share of the premium for such programs as the Elementary School Principal wishes to retain, commencing with the beginning of the childcare leave. The right to continue participation in such groups' insurance programs, however, will terminate if the Elementary School Principal does not return to the School District pursuant to this section.

Subd. 10.6 Sabbatical Leave: Sabbatical leave may be granted at the discretion of the School District. An Elementary School Principal who returns from sabbatical leave within the provisions of this Section shall retain all previous experience credit, seniority, and any unused leave time accumulated under the provisions of this agreement at the commencement of the beginning of the leave. The Elementary School Principal shall not accrue additional experience credit or leave during the period of absence for sabbatical leave.

Subd. 10.7 Personal Leave:

Subd. 10.71 At the beginning of the school year, each Elementary School Principal shall be granted (34) hours (4) days of personal leave nonrestrictive. Personal days refer to days not covered by any other provision of this agreement.

Subd. 10.72 Requests for personal leave must be made in writing to the Superintendent of Schools at least three (3) days in advance, except in the event of emergencies. All personal leaves must have prior approval.

Subd. 10.73 A personal day shall not be granted for the day preceding or the day following holidays or vacations and the first and last days of the school year.

Subd. 10.74 Any unused personal leave days by June 30 of each contract year will be paid at 100% at the Elementary School Principals daily rate of pay.

Subd. 10.8 Professional Leave: Professional Leave may be granted subject to the Superintendent's approval.

## **ARTICLE 11 PRINCIPAL RETIREMENT**

Subd. 11.1 403 (b) Plan: The MACCRAY School District shall maintain a 403(b) retirement saving plan for the Elementary School Principal and will contribute \$3000 into the plan each year.

## **ARTICLE 12 GRIEVANCE PROCEDURE**

Subd. 12.1 Grievance Definition: A "grievance" shall mean an allegation by an Elementary School Principal resulting in a dispute or disagreement between the Elementary School Principal and the School District as to the interpretation or application of terms and conditions contained in this agreement.

Subd. 12.2 Representative: The Elementary School Principal or School District may be represented during any stop of the procedure by any person or agent designated by such part to act in his behalf.

Subd. 12.3 Definitions and Interpretations:

Subd. 12.31 Extension: Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 12.32 Days: Reference today regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated a legal holiday by State Law.

Subd. 12.33 Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period to time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, or Sunday, a legal holiday, in which event the period runs until the end of the next day, which is not a Saturday, a Sunday or a legal holiday.

Subd. 12.34 Filing and Postmark: The filing or service of any notice or document herein shall be timely. It is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Subd. 12.4 Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the School District's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within **TWENTY DAYS** (20) after the date the event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one leave to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the Elementary School Principal and the School District's designee.

Subd. 12.5 Adjustment of Grievance: The School District and Elementary School Principal shall attempt to adjust all grievances which may arise during the course of employment of any Elementary School Principal within the District in the following manner:

Subd. 12.51 Level I: If the grievance is not resolved through informal discussions, the School District designee shall give a written decision on the grievance to the parties involved within **FIVE DAYS** after the receipt of the written grievance.

Subd. 12.52 Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School District, provided such appeal is made in writing within **FIVE DAYS** after receipt of the decision in Level I. If a grievance is properly appealed to the School District, the School District shall set a time to hear the grievance within **FIFTEEN DAYS** after the meeting, the School District, a committee or representative of the board may be designed by the board to hear the appeal at this level, and report its findings and recommendations to the School District. The School District shall then render its decision.

Subd. 12.6 School District Review: The School District reserves the right to review any decision issued under Level I of this procedure provided the School District or its representative notify the parties of its intention to review within **TEN DAYS** after the decision has been rendered. In the event the School District reviews a grievance under this section, the School District reserves the right to reserve or modify such decision.

Subd. 12.7 Denial of Grievance: Failure by the School District or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the Elementary School Principal may appeal it to the next level.

Subd. 12.8 Arbitration Procedures: In the event that the Elementary School Principal and the School District is unable to resolve any grievance, the grievance may be submitted to Arbitration as defined herein:

Subd. 12.81 Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the Office of the Superintendent within **TEN DAYS** following the decision in Level II of the grievance procedure.

Subd. 12.82 Prior Procedures Required: No grievance shall be considered by the Arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 12.83 Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall within **TEN DAYS** after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PELRA to appoint an arbitrator, pursuant to MS 179.70 subd. 4, providing such request is made within **TWENTY DAYS** after request for arbitration. The request shall ask that the appointment be made within **THIRTY DAYS** after the receipt of said request. Failure to agree upon an arbitrator or the failure to request an arbitrator from the PELRA within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 12.84 Submission of Grievance Information: Upon appointment of the arbitrator, the appealing party and the

School District shall **five days** prior to the arbitration hearing forward to the arbitrator the submission of the grievance which shall include the following: 1. The issue involved. 2. Statement of the facts. 3. Position of the grievant. 4. The written documents relating to Article 12, Sections 4 and 5 of the grievance procedure.

Subd. 12.85 Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 12.86 Decision: The decision by the arbitrator shall be rendered within **THIRTY DAYS** after the close of the hearing. Decision by the arbitrator in cases properly before him shall be final and binding upon the parties, subject however, to the Limitations of arbitration decisions are provided by in the PELRA.

Subd. 12.87 Expense: Each party shall bear its own expense in connection with arbitration including expenses relating to the parties representatives, witness, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the Arbitrator, the cost of the transcript or recording if requested by either or both parties, and other expenses, which the parties mutually agree, are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such copy.

Subd. 12.88 Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreement relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to propose changes in terms and conditions of employment as defined herein and contained in this written agreement; not shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein. The jurisdiction of the arbitrator shall include, but is not limited to, such areas of discretion or policy as the functions and programs of the employer. Its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in the order the arbitrator shall give due consideration to the statutory rights and obligations of the public school district to efficiency manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Subd. 12.89 Duplication: A party shall not institute a grievance action and a Court action at the same time on the same action.

### **ARTICLE 13: Unrequested Leave of Absence**

#### **Section 1. Purpose:**

The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or assistant principal must be placed on unrequested leave of absence due to discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation the provisions of M. S. 122A.40, as amended, shall apply.

#### **Section 2. Definitions:**

Subd. 1. "Principal" shall mean a continuing contract principal or assistant principal appropriately licensed.

Subd. 2. "Seniority" shall mean employment under a continuing contract as principal or assistant principal with a seniority date as determined by Section 3 hereof involving continuous service with the School District. For purposes of seniority, it is understood that a principal on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. "Association" or "Unit" shall mean the recognized exclusive representative for principals and assistant principals.

#### **Section 3. Establishment of a Seniority List:**

Subd. 1. The District shall annually establish a seniority list to be prepared from District records. The list shall be distributed electronically to all members of the principals bargaining unit.

Subd. 2. All principals will have a seniority date on the K-12 principal's seniority list.

Subd. 3. Any principal who disagrees with the order of seniority on the list shall have 20 days from the transmission of the list discuss the matter with the district. Absent an agreement, the matter may be resolved through the contractual grievance process.

Subd. 5. In the event the principals have equal seniority, their seniority ranking shall be determined by whoever has the highest degree in his/her area of certification.



Subd. 6. A principal who has held seniority as a full-time principal shall continue to retain the original seniority date and hold seniority if such principal becomes employed in a part-time position involving continuous service.

**Section 4. Placement on Unrequested Leave of Absence.**

Subd. 1. The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or assistant principal must be placed on unrequested leave of absence due to discontinuance of position, lack of students, financial limitations, or merger of classes by consolidation the provisions of M. S. 122A.40, as amended, shall apply.

Subd. 2. Principals and assistant principals shall be placed on unrequested leave in reverse order of their hiring on the K-12 seniority list.

Subd. 3. Principals may not assert a seniority right into a promotional position.

Subd. 4. For purposes of placement on unrequested leave, only service in the unity as a principal or assistant principal may be counted.

Subd. 5. Principals placed on unrequested leave have the right to return to other positions in the district for which they are licensed and for which they are senior.

**Section 5. Reinstatement:**

Subd. 1. Principals shall be recalled from an unrequested leave of absence to available positions in the School District in fields for which they are licensed in the inverse order in which they were placed on unrequested leave of absence.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated every October 1st, and a copy shall be forwarded to the Association.

Subd. 3. No appointment of a new principal shall be made while there is available, on unrequested leave, a principal who is properly licensed to fill such vacancy. The principals right to reinstatement shall terminate if the principal fails to file with the board by April 1 of any year a written statement requesting reinstatement.

Subd. 4. Notification of available positions shall be by certified mail to the last known address of the principal as recorded in the business office. In the event a principal declines a principal position or fails to notify the School Board in writing of the principal's intentions within thirty (30) days of the date of notification, the principal shall be removed from the recall list.

Subd. 5. A principal placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of principals placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a principal or result in the loss of any benefits accrued under the Master contract while the principal was employed by the School Board.

Subd. 7. The unrequested leave of absence of a principal who is not reinstated shall continue for a period of three (3) years from the date the principal's unrequested leave of absence began or until the principal fails to respond within thirty (30) days of the date of notification or until the principal submits in writing a request to be removed from the recall list, whichever occurs first.

**ARTICLE 14: Duration**

Subd. 14.1 Term of Contract: This Agreement shall remain in full force and effect for a period commencing July 1, 2021 except as specifically provided otherwise in the Agreement, through June 30, 2023 and thereafter until modified or terminated pursuant to the PELRA of 1971 as amended.

Subd. 14.2 Modification: if either party desires to modify or terminate this Agreement effective on June 30, 2023, it shall give written notice of such intent no later than April 1, 2023. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 calendar days prior to the expiration of this Agreement.

Subd. 14.3 Effect: This Agreement constitutes the full and complete agreement between the District and the Elementary School Principal. The provision herein supersedes and takes precedence over any and all prior Agreement, resolutions, practices, district policies, rules or regulations concerning the terms and conditions of employment.

Subd. 14.4 Finality: It is further agreed that any matters relating to the terms and conditions of employment, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement

Subd. 14.5 Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under and circumstances is held invalid, it shall not affect any other provision of the Agreement or the application of any provisions thereof under different circumstances.

**Article 15: Severance**

Section 1. Terms: Principals who have completed at least 20 years of allowable service within the School District shall be eligible for severance pay pursuant to the provisions of this article upon submission of a written resignation accepted by the school district. Principals shall receive pay in the amount obtained by calculating 25% of the daily rate of pay times the number of unused sick leave days (not to exceed 100 days).

Section 2. Terminated Employment: Severance pay shall not be granted to a principal whose employment has been terminated pursuant to MS122A.40.

**SCHEDULE A - Elementary School Principal**

**2021-2022 - \$ 77,000**

**2022-2023 - \$ 78,500**

Agreed to as the full and complete settlement of the terms and conditions of employment by the signatures of the following representatives of the District and the Elementary School Principal.

\_\_\_\_\_  
Elementary School Principal

\_\_\_\_\_  
MACCRAY Chairman

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
MACCRAY Clerk

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021

# MACCRAY PUBLIC SCHOOLS

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## 2020-21 EMPLOYMENT AGREEMENT NOTICE of ASSIGNMENT

With  
Amber DeBey

**JOB TITLE:** Evening Custodian  
**DEPARTMENT:** Building and Grounds  
**REPORTS TO:** Building and Grounds Supervisor, Principal, Superintendent

### JOB SUMMARY

Works to keep buildings and grounds clean and safe.

### TERMS OF EMPLOYMENT

8 Hours – Weekdays  
Probation Period: 6 months  
Wage: \$15.25 per hour (\$.50 shift differential during the school year)  
Pay Dates: 15th and 30th of each month  
Other fringe benefits per the MACCRAY School Custodian Terms and Conditions of Employment.

### EVALUATION

Performance of this job will be evaluated by the Building and Grounds Supervisor.

The provisions of the Terms and Conditions of Employment shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of the Terms and Conditions of Employment or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed  
My signature this 20<sup>th</sup> day of 27, 2021.

Amber DeBey  
Custodian

IN WITNESS WHEREOF, we have subscribed  
My signature this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk

Lyle W. Boike

112 S. 19<sup>th</sup> St. Montevideo, MN · 320-269-1669 · lboike@charter.net

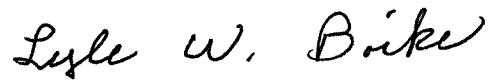
April 12, 2021

MACCRAY Public Schools  
Scott Van Heuveln  
711 Wolverine Drive  
Clara City, Minnesota

I would like to inform you that I will be retiring effective August 13, 2021.

I have appreciated the opportunity to work for MACCRAY schools with such a supportive staff and Administrative team.

Sincerely,

A handwritten signature in black ink that reads "Lyle W. Boike". The signature is written in a cursive style with a large initial "L".

Lyle W. Boike

Mitchell Beekman

6045 80th Ave SE  
Maynard, MN 56260

Dear MACCRAY School Board,

The purpose of this letter is to offer my resignation as Social Studies teacher at MACCRAY High school. I really appreciate the position and offer that was presented to me as a MACCRAY alumni. I enjoyed working with my fellow staff members and students in each of the classes. MACCRAY will always hold a special place in my heart. Thank you for everything.

Sincerely,

A handwritten signature in black ink that reads "Mitchell Beekman". The signature is written in a cursive style with a large, stylized initial 'M'.

Mitchell Beekman

April 28, 2021

Judd,

I am giving you my letter of resignation effective the end of the 2020-2021 school year with pay and health benefits going through end of August.

Sincerely,

Christine A Krizan



# *MACCRAY Public Schools*

## *ISD 2180 Maynard – Clara City - Raymond*

### **AGREEMENT TO RESUME TEACHING SERVICES**

WHEREAS, Al Reszel ("Reszel") has been employed by Independent School District No. 2180, MACCRAY, ("School District") as a continuing contract teacher; and

WHEREAS, Reszel retired from the School District effective at the close of the 2019-2020 school year; and

WHEREAS, the MACCRAY Education Association ("Association") is the exclusive representative for the teachers employed by the School District; and

WHEREAS, the School District and the Association are parties to a collective bargaining agreement ("Master Agreement") which governs the terms and conditions of employment for teachers; and

WHEREAS, Reszel wishes to mentor Special Education Teachers for the School District at .5 time.

WHEREAS, Reszel has had an opportunity to discuss his rights under the Master Agreement, Minn. Stat. § 122A.40, and the Teachers Retirement Act, Minn. Stat. Ch. 354, with the Association and legal counsel;

NOW, THEREFORE, IT IS HEREBY AGREED:

1. Reemployment: The School District agrees to reemploy Reszel as a .5 Mentor Teacher for new special education teachers.

2. Waiver of Continuing Contract Rights: As a condition of reemployment, Reszel knowingly and willingly waives his continuing contract rights with the School District under Minn. Stat. § 122A.40, as amended, and agrees that his employment with the School District shall be based on an annual, one year fixed term contract with no guarantee of continued employment in subsequent years. Reszel acknowledges that the School District is under no obligation to reemploy him for the 2021-22 school year or any subsequent school years and that his employment with the School District will automatically terminate effective at the close of the 2021-22 school year without the necessity of any School Board action, unless this Agreement is renegotiated.

3. Salary Schedule Placement: Reszel's salary for the 2021-22 school year shall be at .5 of previous salary, totaling \$33,275.

4. Other Terms and Conditions of Employment: Upon rehire, all terms and conditions of Reszel's employment with the School District other than those discussed above will be governed by the terms of the Master Agreement then in effect.

5. TRA Issues:

A. Contributions: The parties acknowledge that compensation Reszel earns after being rehired by the School District shall not be subject to withholding for TRA and the School District shall not be required to make employer TRA contributions on his behalf.

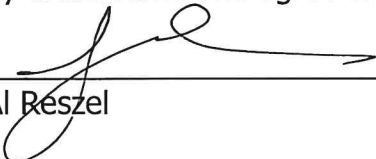
B. Impact of Reemployment Upon Pension Benefits: The parties acknowledge that Reszel is solely responsible for determining what impact, if any, his reemployment will have on his TRA benefits and that the School District has not made any representations to him regarding the application of TRA laws and regulations to his upon his reemployment.

6. 403B: The District is not contributing a 403B match.

7. Health Insurance: The School District is not offering Health Insurance. Reszel may continue on the District's Health Insurance at his own expense.

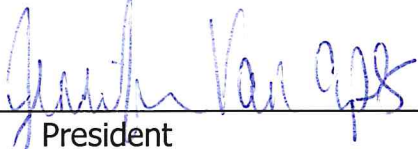
8. Effect: The Association and the School District acknowledge that this agreement to resume teaching services shall not be deemed to constitute a precedent or create a past practice which would be applicable to any other member of the bargaining unit or be admissible in any arbitration proceeding.

The undersigned have read the forgoing agreement and by signing below hereby affirm that they fully understand and agree to its terms.

By:   
Al Reszel

Dated: 4/29, 2021

**MACCRAY Education Association**

By:   
President

Dated: MAY 4, 2021

**Independent School District No. 2180, MACCRAY**

By: \_\_\_\_\_  
School Board Clerk

Dated: \_\_\_\_\_, 2021

By: \_\_\_\_\_  
School Board Chair

Dated: \_\_\_\_\_, 2021





Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Susan Stranberg a legally qualified and licensed teacher who agrees to teach in the public schools of said district as Math Instructor for the school year 2021-2022.

The following provisions shall apply and are a part of this contract:

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative...
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended...
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board...
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments...
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative...
6. Special Provision: (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Table with 2 columns: Additional Service, Additional Compensation. Contains two rows for additional services and compensation.

7. In Consideration thereof, the school board agrees to pay said teacher the following annual salary:

\$ 53,000 For Basic Services:
\$ For Additional Services as set forth in paragraph 6
\$ 53,000 Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 30th day of April, 2021

Teacher: Susan Stranberg

IN WITNESS THEREOF we have subscribed our signatures this \_\_\_ day of \_\_\_, \_\_\_

Independent School District No. 2180

Clerk: \_\_\_\_\_

Chairperson: \_\_\_\_\_



**MACCRAY Community Ed & Rec**  
**Denise Smith, Director**

***May 2021 School Board Report***

**Highlights**

- ❖ February – May/Wrap-Up
  - Early Childhood: 39 Activity Bags (no in-person classes)
  - Youth Enrichment: 81 Activities
  - Adult: 84 Activities
  - Traveling Basketball Teams: 45 kids
  - Karate – 40 Participants
  
- ❖ Summer 2021
  - Youth Booklet - Summer Rec, Camps, Art Classes
  - Adult Flyer – Pickleball, Doubles Tennis, Sand Volleyball, Art Classes
  - Summer Rec
    - \* Staff: 14 Coaches
    - \* All in Raymond – except T-Ball in Clara City
      - \* T-Ball Games – Some Monday Nights
    - \* Shuttle Bussing for Maynard and Clara City Families
    - \* Color Teams/Not Towns
    - \* HEX Apparel Donating T-shirts
    - \* Rain or Shine
    - \* Scholarships Available
    - \* COVID Guidelines/Contact Tracing
    - \* Offering Tennis
  - Night Baseball
    - \* 3<sup>rd</sup>/4<sup>th</sup> Baseball: Coaches Cameron Macht and Seth Falk
    - \* 5<sup>th</sup>/6<sup>th</sup> Baseball: Coaches Joel Guiningsman and Mark Schleski
  
- ❖ ECFE Survey Conducted
  
- ❖ Preschool – Scholarships/Sliding Fee Scale
  
- ❖ Community Garden – Clara City
  - 11 Plots/10 People (God’s Garden – Many Helpers)
  
- ❖ Facility Use
  - Raymond Rockets
  - Raymond American Legion – Memorial Day Services – May 31st

***Other: MACCRAY 2180 Foundation***

- \* ***Fundraiser – online auction & drive-through cheeseburger meal/May 7<sup>th</sup>***
- \* ***Doing a spring funding cycle.***



*Summer 2021*

*Activity Packet*



Check out  
the many fun  
summer  
activities!

*Summer Rec Programs*

*Camps & Activities*

Don't  
miss out!  
Register

**Sign up by Thursday,  
May 6th, and save \$10  
on summer rec fees!**

**Does not include  
other activities.**

# MACCRAY COMMUNITY ED & REC



## SUMMER 2021 ADULT ACTIVITIES



### Doubles Tennis League

Pick up those rackets and come out for this great opportunity to play tennis and be part of a fun doubles tennis league.

**Dates:** Mondays  
June 14<sup>th</sup> - July 26<sup>th</sup> (not July 5<sup>th</sup>)  
**Time:** 6:00 – 8:00 p.m.  
**Location:** Tennis Courts/Clara City  
**Cost:** \$40.00 per person

*Questions, contact Lindsey Bosch at 320-894-9122.*



### Summer Pickleball

One of the fastest growing sports in the country, Pickleball appeals to players of all ages. The game of Pickleball has been compared to tennis, badminton, and ping-pong. It is easy to learn but still challenging. Players will be rotating after each game. This is to even out the different levels of play and make it fun to meet new people or play with existing friends.

**Dates:** Tuesdays,  
June 1<sup>st</sup> – July 13 (Not June 22<sup>nd</sup>)  
**Time:** 6:00 – 7:30 p.m.  
**Cost:** \$5.00 Each Time/Pay when Play  
Registration is required.  
**Location:** Maynard Tennis Courts  
(behind West Elementary School)

*Questions, contact Leanne Carmany at 507-829-3087.*



### Co-Ed Sand Volleyball League

Grab your friends and let's play some sand co-ed volleyball! Teams can have 4 or 6 players. Teams have to have an even number of women and men, but can have more women. More details and rules will be sent once a team is registered. Please include all players' names and cell numbers on the back of the registration form.

**Dates:** Thursdays  
June 10<sup>th</sup> - July 22<sup>nd</sup> (Not July 1<sup>st</sup>)  
**Time:** 6:00 – 8:00 p.m.  
**Location:** Sand Volleyball Courts/Clara City  
**Cost:** \$100 per Team

*Questions, contact Hailey Condon at 320-894-2880.*



### Canvas Creations

Learn how to paint your very own gorgeous and unique paintings. You do not have to be an expert to create beautiful art. Feel free to change the design or the colors to match your style. YOU are the artist! All painting supplies, 16x20 inch canvas, aprons, easels, and paint are provided.

**Time:** 2:00 – 4:00 p.m.  
**Cost:** \$35.00  
**Instructor:** Ashley Lucas, Artist/Blue Ice Studio



**Beach Oasis**  
**Saturday, June 26<sup>th</sup>**  
(Deadline June 20<sup>th</sup>)



**Sunset at the Dock**  
**Saturday, July 17<sup>th</sup>**  
(Deadline July 12<sup>th</sup>)



**Family Tree**  
**Saturday, August 7**  
(Deadline August 1<sup>st</sup>)

*Questions, contact Ashley Lucas at 320-441-8742.*

Superintendent Report to School Board  
May 10, 2021

1. I recently accepted a \$15,000 check from the West Parent Organization to be used toward playground equipment in the new facility. We plan to have 3 play/recreation areas. One area will be built specifically for preschool through first or second grade. A second play area will be age appropriate for grades two through four or five. The third area will be more of a recreational area for fifth and sixth grades and maybe all of the middle school.
2. Just this week we placed an order for refrigerators and range/ovens for what will be our academic kitchen. I am pleased that we are working with Sweep Hardware on this portion of the project. We all believe in doing business locally whenever possible.
3. We will have a report from Dan Hiemenz at the meeting which will cover many more specifics of the construction project.
4. I want to commend the high school drivers who have been very patient as I have strived to create a safer plan for the parking lot. Our student drivers have not only been patient but careful and respectful during the process of having to switch up their special parking places.
5. Legislative work hangs in the lurch. It is expected that by May 10 some of the language of final work will go into writing of the bills specifically. Then the real haggling over what to decide upon begins. As reported recently, the house sticks to 2% and 2% and the senate is not there. I have heard no signal from them about percentages on the formula. With the current 80 some unfunded mandates and 25 expected changes to PELSB there will be a lot of work ahead of us to ensure all the expectations are met.
6. To continue to educate the board on early child care needs in our area, please find an FYI document from First Children's Finance that clearly illustrates the need in zip codes in southwest Minnesota as of June of 2020.
7. This is just a reminder that the board wanted to be sure to extend a thanks to Marilyn Lohse in May now that her tenure at MACCRAY will end via retirement. Administration and the board wish her well in retirement.

## Original Contract Amounts with Alternates 1, 3, 7A and 9

WS	Trade	Actual	Contractor
1	Earthwork	\$ 3,329,248.25	Duininck
2	Concrete	\$ 2,260,000.00	Ultra
3	Masonry	\$ 973,240.00	John Foley Masonry
4	Precast Concrete	\$ 2,120,000.00	Collins
5	Structural Steel-Furnish	\$ 1,110,000.00	Marshall Machine
6	Structural Steel-Install	\$ 536,200.00	Spartan
7	Steel Stud & Drywall	\$ 1,289,900.00	Regal
8	Roofing	\$ 1,304,767.00	West Central
9	Metal Wall Panels	\$ 232,760.00	Minkota
10	Aluminum Doors, Windows & Glazing	\$ 632,500.00	Heartland Glass Company-Sioux Falls
11	Doors, Frames and Hardware	\$ 533,400.00	Builders Supply
12	General Construction and Carpentry	\$ 1,934,000.00	BCI
13 & 14	Tile/Terrazzo and Flooring	\$ 1,257,636.00	Floor to Ceiling
15	Wood Flooring	\$ 261,000.00	H2I
16	Casework	\$ 785,000.00	Southern Mn Woodcraft
17	Painting	\$ 284,800.00	Gunion
18	Acoustic Ceiling & Acoustic Treatments	\$ 611,500.00	St. Cloud Acoustics
19	Theatre/Auditorium Equipment and Rigging	\$ 306,750.00	Gopher State
20	Theatre/Auditorium Audio and Visual	\$ 264,800.00	Video Services
21	Foodservice Equipment	\$ 395,950.00	TriMark
22	Fire Protection	\$ 294,865.00	LVC
23	Mechanical	\$ 5,664,500.00	Masters w/ Chappel Central and Automated Technologies
24	Electrical	\$ 3,731,100.00	Willmar Electric
		\$ 289,300.00	Landscaping budget not bid
		\$ 175,000.00	Winter Conditions
		\$ 1,000,000.00	Decommision of East and West
		\$31,578,216.25	Total ConstructionBudget

## Water Main Work

**Progress:**

Completed on North and East ends. (Blue) Tracking at about \$50K materials and labor thus far

**Reasons for location of line:**

- \*Existing water line (yellow) ran right under the Northeast addition (commons and Theatre)
- \*Avoid extra excavation and avoid new sanitary and storm lines(orange) that will run East of building
- \*Clean run to North end of building into utility area and the equipment it serves
- \*Best route to serve additional fire hydrants on North side
- \*If and when the city upgrades their lines, connection excavation will be minimal (preserving our new lot)

**Summary:**

After much discussion between Civil, Mechanical and Structural engineers, this is the most feasible and cost effective location; avoiding either deep excavation, or running lines through foundation walls and under the new building.

