



South Koochiching-Rainy River School District #363
Northome School

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Northome, MN 56661

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7/14/2026

Emilie Duffney
Grand Rapids, MN 55744

Subject: Job Offer – Principal

Dear Emilie Duffney,

We are pleased to offer you the position of full-time Principal with South Koochiching Rainy River ISD #363-Northome School for the 2026-27 school year with a position start date of July 20th, 2026.

In this role, some of your responsibilities will include the following:

- Provide instructional leadership and support continuous school improvement efforts.
- Foster a safe, inclusive, and positive learning environment for all students and staff.
- Supervise and evaluate certified and non-certified staff.
- Promote high academic standards and student achievement across all grade levels.
- Collaborate with teachers, families, and community stakeholders to support student success.
- Manage student discipline and promote positive behavioral supports.
- Assist with curriculum development, scheduling, and school operations.
- Support extracurricular programs, school activities, and community partnerships.
- Ensure compliance with district policies, state regulations, and educational standards.
- Lead effective communication efforts within the school and community.

This offer is contingent upon:

- Approval by the School Board.
- Verification of a valid Minnesota Principal License.
- Successful completion of a background check and all district hiring requirements.

Your annual salary will be \$86,500 for 2026-2027 and \$88,500 for 2027-2028, subject to applicable deductions and with eligibility for district benefits.

We appreciate your willingness to contribute your expertise in this capacity and look forward to your leadership and collaboration in supporting our staff and students. **Please indicate your acceptance of this assignment by signing and returning this letter by 7/17/26.**

If you have any questions, please feel free to contact me at 218-897-5275 ext. 153 or tlere@northome.k12.mn.us

Sincerely,

Tara Lere

Tara Lere
Superintendent

Acceptance of Assignment

I, Emilie Duffney, accept the job offer as a Principal under the terms outlined in this letter.

Signature: _____

Date: _____