

**FOOD SERVICE CONTRACT
MINNESOTA PUBLIC SCHOOL DISTRICT #2687**

The School Board of Independent School District #2687, of the State of Minnesota, Howard Lake, Minnesota, enters into the agreement with, Mary Nelson who agrees to serve in the public schools of said district in the position of District Food Service Cashier according to the following provisions which shall apply and are a part of this administrative contract.

1. Basic Services:

Said employee shall faithfully perform the services prescribed by the School Board or its designated representative, whether or not such services are specifically described in this contract, abide by the rules and regulations as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the salary indicated below, and agrees to work in the schools of said district as assigned.

2. Term of Contract:

Contract shall be for 191 days a year, 6.75 hours per day. Refer to School Calendar

This contract shall be in effect as July 1, 2020 of through June 30, 2022

3. Policies and/or Fringe Benefits:

Full time employee, according to position performed by employee. Premiums over the district contribution will be paid by employee deductions.

A. Paid Holidays: 8 days

Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve
New Year's Day
Good Friday
Memorial Day

When a recognized holiday falls on a Saturday, the employees shall receive the Friday proceeding the holiday off. When a recognized holiday falls on a Sunday, the employees shall receive the Monday after the holiday off. If school is in session on Friday or Monday, a floating holiday shall be granted in lieu of the holiday, within six months, at the discretion of the superintendent. Holiday pay will be received/paid when the holiday falls within your contracted days.

B. District Health Insurance Contribution

<u>20-21</u> Single	\$6,707
<u>20-21</u> Family	\$11,237
<u>21-22</u> Single	\$6,707
<u>21-22</u> Family	\$11,237

C. Dental Insurance

20-22 \$350.00

D. FLEXIBLE BENEFIT PLAN

125 Plan - Flexible Benefit Plan allows you to save tax dollars and increase your take-home pay if you work a minimum of thirty hours per week. This is a voluntary plan, which allows the employee to determine the amount to be withheld from your paycheck to pay insurance premiums, medical and dependent care expenses. The money you withhold and use to pay your above-mentioned expenses is 100 percent deductible, plus a reduction in FICA taxes. Sign up is at the beginning of the plan year (plan year is July 1 through June 30). There are brochures available at the payroll office detailing these facts.

E. LIFE INSURANCE

The school district will pay in full the premium for a \$50,000 one-year term life insurance policy for employee working 20 hrs weekly.

F. LEAVES AND ABSENCES

Sick, Personal, and Emergency Leave: Sick leave shall be earned at the rate of 15 days per contract year, accumulative to a total of 75 days. Four (4) personal days for employees working less than 200 days a year. Personal days may be accumulated up to a total of six (6). Two (2) unused personal days may be cashed in at the end of the contract year for \$100 each. Personal days may not be used during the first 10 student days and the last 10 student days of the school year unless approved by the supervisor. Five (5) days sick leave for each serious illness or death in the immediate family is allowed, such days to be deducted from sick leave. One (1) day bereavement for non-family annually.

G. SICK LEAVE/HRA

Beginning with the contract years of 2012-2013, the School District will convert sick leave days to cash at a rate of \$100/day with the following conditions: The School District will use the sick leave balance as of the end of each school year and the new balance will reflect a reduction based on the number of sick days that have been converted to cash. The payment will be made to a District approved Health Reimbursement Arrangement and in compliance with all IRS codes. The payment will be made within 60 days after the end of the school year on the following basis:

<u>Accumulated Sick Leave</u>	<u>Amount</u>
34-44 days = 1	\$100
45-54 days = 2	\$200
55-64 days = 3	\$300
65-75 days = 4	\$400

@ rate of \$100 per day

H. ANNUITY MATCH BENEFIT

Miscellaneous Payroll Deductions are permitted for Savings Bonds (Policy GDBG) and Tax Sheltered Annuities (Policy GDBH).

The district will provide an annuity match benefit as described in this article to all qualified employees each year.

Eligible employees must elect to participate in the annuity match program during the enrollment period, each fiscal year (within the first 30 days of the school year or 30

days of hire date). Participation will continue at the same rate until the payroll office is notified of any change.

The following chart describes the details of payment.

Annuity 20-22	
Yrs of Service	Employer Max
1-5	\$ 300
6-10	440
11-15	540
16+	580

The following are the conditions of the Annuity Match Benefit. The Annuity Match dollar amount will be prorated per (FTE of 2080 Annual).

Matching Agreement – The District will match employee contribution(s) up to maximum amount listed in Annuity Match Benefit chart. If an employee does not have the maximum amount in an annuity for a given year, the District will match to the amount contributed by the employee. The match will be equivalent to employee contribution per payroll up to the employer max.

Participants must have an annuity in place from the Minnesota State Board of Investment approved listing.

The school district will not be held responsible for the performance of any annuity company.

I. SALARY AND LONGEVITY

In consideration thereof, the School Board of ISD #2687, Howard Lake-Waverly-Winsted Public Schools, agrees to increase pay to said employee at current step 8; B-2-2 in 2020-21 and at step 8; B-2-2 in 2021-22. Contract becomes effective upon ratification by School Board action. See matrix below.

MATRIX 20-21		MATRIX 21-22	
Step	B-2-2	Step	B-2-2
1	13.09	1	13.34
2	13.92	2	14.18
3	14.68	3	14.96
4	15.62	4	15.92
5	16.46	5	16.77
6	16.68	6	17.00
7	17.02	7	17.34
8	17.85	8	18.19

Longevity pay will be provided, as follows:

\$500	10 years of service
\$800	15 years of service
\$1,000	20 years of service
\$1,400	25 years of service

J. OTHER DISTRICT PAID

PERA, Employer's FICA, Workmen's Comp. and Liability: The school district shall pay the employer's costs for these programs according to rates established by state and federal agencies.

IN WITNESS THEREOF, in behalf of the School District, we have subscribed our signatures this 2nd day of July, 2020.

Independent School District #2687

Chairman Michael Heuer

Employee Mary Nelson Clerk Deanne Deets