

**Independent School District #2143
Waterville-Elysian-Morristown Public Schools
Waterville, MN 56096**

**2025-2027 TERMS AND CONDITIONS OF EMPLOYMENT FOR SACC
COORDINATOR**

The School Board of Independent School District #2143, Waterville MN, enters into this agreement with **Jennifer Holicky**, who agrees to perform the duties of SACC Coordinator for the School District.

Section 1. Health Insurance - \$1,620 will be contributed to health insurance premiums to be put towards single or family coverage. If health insurance is not taken, the contribution will be forfeited.

Section 2. Personal Time Off (PTO):

Subd. 1. Accrue 1.25 days per month.

Subd. 2. Unused PTO leave may accumulate to a maximum of 90 days carry-over.

Subd. 3. PTO leave allowed shall be deducted from the PTO balance earned by the employee.

Subd. 4. PTO leaves of three (3) or more consecutive days must be submitted for approval at least seven(7) days in advance. If notice is less than seven (7) days, approval may be made at the Superintendent's discretion.

Subd. 5. PTO pay shall be approved only upon an approved Electronic submission.

Subd. 6. Notification of earned PTO will be electronically.

Section 3. Worker's Compensation: Pursuant to M.S. 176, an employee injured on the job in the service of the School District and collecting worker's compensation insurance, may draw PTO and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by the insurance will be deducted from the PTO balance. That fraction of the days covered by insurance is not eligible for accrual of PTO.

Section 4. Jury duty: per state law.

Section 5. Salary: \$22.67 per hour, July 1, 2025 - June 30, 2026
\$23.72 per hour, July 1, 2026 - June 30, 2027

Longevity Increments:

1. \$700 after ten (10) years of service to the District, to be paid at the end of the tenth (10th) year.
2. An additional \$700 will be paid after 15 years of service, to be paid at the end of the fifteenth (15th) year.
3. An additional \$700 will be paid after twenty (20) years of service, to be paid after the end of the twentieth (20th) year.

Section 6. Hours of Employment: 12 Months; 40 hours per week.

Section 7. Holidays – Ten (10) paid holidays. Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve Day, Christmas Day, New Year's Day, Memorial Day, Juneteenth and one (1) floating Holiday.

Section 8. Vacation Days – Ten (10) paid vacation days per year.

IN WITNESS THEREOF, I have subscribed my signature this 4th day of April, 2026.


_____ School Age Care Coordinator

IN WITNESS THEREOF, we have subscribed our signatures this _____ day of _____, 2026.

INDEPENDENT SCHOOL DISTRICT #2143

_____ Chairperson

_____ Clerk