AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 51
And
Communication Specialist
2025-2027

This Agreement, made this July 20, 2026, between Independent School District No. 51, Foley, Minnesota and Jessica Winkelman employed as the Communication Specialist Position,as follows:

2025-2026 school year to be paid at the rate of $25.68 per hour.
2026-2027 school year to be paid at the rate of $28.25 per hour.

The period of employment for this contract shall be for 196 days per year plus additional agreed time during the summer months (stipend included), including holidays, beginning July 1, 2025 and continuing through June 30, 2027. The District may immediately terminate employee without any written notice if there is just cause to terminate. Any breach of this contract shall constitute just cause.

Salary will be paid in installments on the 15th and the last business day of each month.

In the event that school is closed for any emergency or snow day, the employee may be required to report for work.

Sick leave:.At the beginning of each school year, an employee shall be credited with nine days of sick leave allowance.
Sick leave with pay shall be allowed by the School District whenever an employee's absence is found to have been due to her/his illness or injury which prevented attendance at school and performance of duties on that day or days.
Sick leave with pay may also be allowed for absence due to illness or injury of the employee's child (child includes stepchild, biological child, adopted child, and foster child), adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, (grandchild includes step-grandchild, biological grandchild, adopted and foster grandchild), grandparent, stepparent, Domestic Partner and Legal Ward.

Holidays: There will be 9 paid holidays (including 1 floating holiday) per year to coincide with the school calendar as adopted by the Board of Education:

New Year's Day	Labor Day
President's Day	Thanksgiving Day
Good Friday	Christmas Eve Day
Memorial Day	Christmas Day

Bereavement Leave: A leave of absence not to exceed five days shall be granted by the district Superintendent for a death or serious illness in the immediate family. Under unusual circumstances the superintendent may grant a reasonable extension of bereavement leave. Such leave of absence shall be deducted from the employee's accumulated sick leave, except for the death of the employee's spouse, child or spouse's child.

The immediate family shall be defined as including the employee's or spouse's mother, father, grandparent, brother, sister, grandchild, or other blood relative residing in the employee's residence.

Other Short Term Leave of Absence: A leave of absence may be granted, at the discretion of the administration, in the event of death or serious illness of any other relative or close friend. Further, such leave may be extended to include weddings or special events.

Such leave of absence shall be deducted from the employee's accumulated sick leave.

All absences must be reported to the Superintendent. Any unauthorized or unreported absenteeism shall mean a deduction of full wages for period absent. Excessive abuses will result in dismissal.

All leave-short term leave of absence-beyond that described in the paragraphs above shall be refused by the administration and the School Board unless such leave would in some way be beneficial to the School District.

Personal Leave: The employee may be granted two days of personal (emergency) leave per year in the Foley District without accumulation. Leave may be granted after application to the supervisor, if possible, for reasons which cannot be taken care of during non-working hours.

Emergency Closing: Once per fiscal year, in the event that school is closed for an emergency, an employee who is able to report to work will be paid for all hours worked and will also receive a comp day; an employee who is unable to report to work will be paid their regular day’s pay. Thereafter in that fiscal year, in the event that school is closed for an emergency and the employee is not required to perform services, the employee’s compensation shall be reduced accordingly.

Health Insurance: The school district shall contribute toward the hospitalization insurance premium as indicated. The employee is eligible for board contributions as provided in this contract as long as the employee is employed by the school district. Upon termination of employment, all district participation and contribution shall cease effective on the last paid working day.

2025-2027 $7,000.00

Dental Insurance: Under the existing school district policy, dental insurance will be made available at the employee’s expense.

Life Insurance: The district shall provide the employee with a $50,000 life insurance policy.

Long Term Disability: The district shall pay for a long-term disability program for the employee.

403BMatch: The employee may elect to participate in the 403(b) annuity matching program pursuant to the annuity plan requirements at the beginning of the plan year. The District matching contribution to the employee participating in the 403(b) annuity matching program shall be as follows:

Current Year of Service to the District	
0-1	No Match
2-4	$225
5-7	$300
8-10	$325
11+	$500

The District's matching contribution will be dollar-for-dollar as required under Minnesota Statutes Section 356.24 up to the annual maximum match set forth above, subject to the maximum career District contribution as set out above. The annual limit on the amount individual Education Assistants may contribute to his/her 403(b) annuity account shall be governed by the applicable sections of the Internal Revenue Code and the regulations promulgated there under. Employees have the choice of contributing 50% or 100% of the match. The district will then contribute the 50% or 100% of the match as chosen by the employee. The District matching contribution to such program shall be in the amount as set forth in Section 2 below, but will not exceed a lifetime contribution cap of $17,000.

Death of an employee Participant: If an employee participant dies before retirement, the employee's 403(b) annuity account shall be given to his/her designated beneficiary, if any, otherwise to his/her estate.

Applicable Laws: The 403(b) annuity matching program of Independent School District No. 51 and/or the District is subject to the Laws of the State of Minnesota, Minnesota Statutes Section 356.24 and the Internal Revenue Code. 26 U.S. C. 403(b)

The Communication Specialist will have a $600 annual cell phone allowance that is to be submitted via "Request for Stipend Check" and paid in one lump sum at the employee discretion within the contract year beginning July 1, 2025.

IN WITNESS WHEREOF, we have hereunto subscribed our names this 20th of July, 2026.

Chairperson of the Board

Employee

Clerk of the Board