

SAUK RAPIDS-RICE INDEPENDENT SCHOOL DISTRICT NO. 47  
COMPENSATION AGREEMENT  
DIRECTOR OF BUILDINGS AND GROUNDS

The School Board of Independent School District No. 47, Sauk Rapids Minnesota, hereinafter referred to as Board, enters into this agreement with Gregory Robbins, hereinafter referred to as Director, who agrees to perform the duties of Director of Buildings and Grounds from July 1, 2017 through June 30, 2019. This agreement shall be subject to the personnel policies adopted by Independent School District No. 47 School Board and can be altered by mutual consent.

I. LENGTH OF CONTRACT:

This contract is for full-time employment, with a duty year of 52 weeks. As with most salaried positions, forty hours is considered the minimum work week, with the responsibility to provide the number of hours needed to handle the work.

The employee shall be eligible for twenty (20) vacation days. In addition, the employee shall be eligible for the following eleven (11) paid holidays.

Independence Day (July 4)	Day before New Year's Day
Labor Day	New Year's Day
Thanksgiving Day	Presidents' Day
Day after Thanksgiving	Good Friday
Day before Christmas Day	Memorial Day
Christmas Day	

II. ANNUAL SALARY:

2017-2018--\$69,954

2018-2019--\$72,750

III. INSURANCE:

A. Health Insurance

The Director of Buildings and Grounds is eligible for a premium in the full amount of family coverage in any health insurance option offered under the district group plan.

B. Life Insurance

The Board shall pay the premium of a \$50,000 group life insurance program.

C. Long Term Disability

The district shall pay the premium for income protection insurance through the district's group provider for a policy which shall cover 2/3 of a maximum \$50,000 salary according to the stipulations of the carrier.

D. Worker's Compensation

Pursuant to statute, an employee injured on the job in the service of the school district and collecting worker's compensation insurance, may draw sick leave 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 insurance will be deducted from accrued sick leave.

E. Dental Insurance

District will contribute up to \$800 annually for dental insurance. Employee shall have the option to purchase family or single coverage and will be responsible for any premiums beyond the district contribution.

The parties agree that any description of insurance benefits contained in this section is informational, and no claims shall be made against the Board as a result of denial of benefits or eligibility for coverage as these terms are governed by the insurance carriers.

IV. SEVERANCE:

A. Retirement-Insurance

Upon retirement, an employee may elect to continue coverage in the school district group medical-hospitalization plan at the employee's own expense.

B. Deferred Compensation:

The School District shall contribute a sum not to exceed \$2,000 toward an approved state deferred compensation program, which shall be matched with a sum of up to the School District's contribution or greater by the Director of Buildings and Grounds, or as provided by law.

V. LEAVE:

A. Sick Leave

The Board shall grant one day of sick leave per month, or twelve (12) days per twelve months with one hundred twenty (120) day maximum accumulation cap. At the onset of this agreement, the Director of Buildings and Grounds shall be granted a bank of twenty-four (24) sick leave days available for use. No additional sick leave may be accumulated until such time as these twenty-four (24) days are earned.

The following absences shall be considered to be sick leave:

- (1) Absence because of personal illness, physical disability, or exposure to a contagious disease requiring quarantine.
- (2) Attendance upon a seriously ill member of the immediate family
- (3) Absences, up to five (5) days per year, occurring when a member of the immediate household requires attention due to an illness. Routine health examinations, dental appointments, and surgical procedures which might appropriately be scheduled during vacation periods, shall not be covered.
- (4) The term "immediate family" is interpreted to mean spouse, child, parent, brother or sister of the Director of Buildings and Grounds, and parent of spouse.

B. Bereavement Leave

The Director of Buildings and Grounds may be granted up to three (3) days for absence because of death in the immediate family or household; the specific amount of time to be subject to the discretion of the superintendent. Bereavement leave shall not be deducted from sick leave.

Under special circumstances, the School Board may, in its discretion, grant additional leave under this section.

For purposes of this leave, the immediate family shall include spouse, children, parent, grandparent, grandchild, brother, sister, brother or sister-in-law, and father or mother-in-law, aunt / uncle. The family household shall be interpreted to include any member of the household currently making her home with the family.

C. Personal Leave

Two (2) days of personal leave will be allowed per year at the discretion of the Director of Buildings and Grounds. These days will be used when no other described leave will accommodate a personal situation and will be subtracted from sick leave. The business manager will be notified one (1) working day in advance when taking such leave.

D. Medical Leave:

An employee who is unable to perform duties because of illness or injury and who has exhausted all sick leave credit available, or has become eligible for long term disability compensation, may, upon request, be granted a medical leave of absence, without pay or benefits, up to six (6) months. This leave may be renewed at the discretion of the school district.

E. Jury Duty Leave

The administrator who serves jury duty shall be reimbursed at their normal rate of pay for serving that duty. Any reimbursement paid to the administrator for such duty shall be remitted to the district.

VII. EXPENSES:

The Board shall pay all legally valid expenses and fees for attendance at meetings or conferences when such attendance thereof is required, directed, or permitted by the Board. Mileage shall be at the current IRS reimbursement rate per mile when using the employee's own car for authorized school business. Reimbursement will comply with district policy for other employees.

The school district will reimburse the Director of Buildings and Grounds' membership in state and national professional organizations and civic and community organizations.

IN WITNESS THEREOF, I have  
subscribed my signature this  
14 day of June, 2016

  
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DIRECTOR OF BUILDINGS AND GROUNDS

IN WITNESS THEREOF, we have  
subscribed our signatures this  
20<sup>th</sup> day of June, 2016

  
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SCHOOL BOARD CHAIRPERSON

  
\_\_\_\_\_  
SCHOOL BOARD CLERK