Hayfield Community Schools

Independent School District No. 203

Community Education Coordinator

The District of Independent School District No. 203, Hayfield, Minnesota, enters into this agreement with **Jess Meek and Tanya Rieken**, who agrees to perform the duties of **Community Education Coordinators** in the District commencing **July 1, 2025 through June 30, 2026.**

The following provisions shall apply and are part of this contract:

I. Basic Services: Said Community Education Coordinator shall faithfully perform the services prescribed by the school board whether or not specifically described in this contract, abide by the rules, regulations and policies as established by the school board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

II. Duration: This contract shall commence on July 1, 2025 through June 30, 2026. This contract shall remain in full force and effect, except if modified by mutual consent of the school board and the Community Education Coordinator, or unless terminated as provided by law or written resignation.

III. Duty Year: Basic work year is July 1, 2025 through June 30, 2026, and salary is based on 202 days of employment. The basic schedule is to be arranged between the Community Education Coordinator and the Superintendent of Schools.

IV. Salary: The position of Community Education Coordinator shall be paid at an annual rate of **$12,500.00** (ie., $6,250.00 each) per year for the duration of this contract.

In witness thereof I have subscribed my signature this

_____ day _____, 2025

_____
Jess Meek

_____ day _____, 2025

_____
Tanya Rieken

In witness thereof I have subscribed my signature this

_____ day _____, 2025

_____
Superintendent

_____
School Board Chair