2026-28

TECHNOLOGY DISTRICT TECHNICIANS

Terms and Conditions of Employment with Independent School District 719

I. BASIC SERVICES:

The employee shall faithfully perform the services prescribed by the School Board or its designated representative, whether or not such services are specifically described in these terms and conditions or in a general job description, abide by the rules, regulations and policies as established by the School Board and the Minnesota Department of Education and any additions or amendments thereto for the annual salary indicated below.

II. WORK YEAR AND LEAVES:

1. Work Year:

The school district shall establish the calendar and duty days for each work year and the employee shall perform services on such days as determined by the school district, including those legal holidays on which the school district is authorized to conduct school and pursuant to such authority has determined to conduct school.

The work year shall be for twelve (12) months (i.e., 260 days). Due to the at times unpredictable nature of the employee's daily schedule, the work assignment may change at the discretion of the Director of Technology.

2. Vacation:

Vacations shall accrue on July 1st of each year, are non-cumulative from year to year and shall be earned as follows:

First nine (9) years of employment - three (3) weeks
Ten (10) or more years of employment - four (4) weeks

A maximum of five (5) days may be carried over into the following year but must be used by December 31st or they will be forfeited. Exceptions to this requirement may be made at the discretion of the Director of Technology (or designee) based on operational needs.

3. Holidays:

The employee shall be entitled to thirteen (13) paid holidays each year, as designated by the School District.

4. Sick Leave:

The employee shall earn sick leave at the rate of twelve (12) days per year which may be accumulated to a maximum of ninety (90) days. Medical statements may be required in order to receive sick leave benefits.

5. Family Bereavement, Family Illness and Funeral Leaves:

The employee will be entitled to family bereavement or illness leave up to a maximum of eight (8) work days per school year as follows:

Subd. 1 – Family Bereavement Leave

Bereavement leave may be used for the death of the following family members: spouse, fiancé, child, son/daughter-in-law, parent, father/mother-in-law, grandparents, grandparents-in-law, grandchild, sibling, or the employee's spouse's brother/sister-in-law, uncle, aunt, nephew, niece or cousin.

Subd. 2 – Immediate Family Illness Leave

Family illness leave may be used for any illness or injury of a child, spouse, or parent that requires the presence of the employee. Family illness leave may also be used for daycare closures due to the illness of children or the facility manager. The School District may require supporting documentation in the case of a daycare closure.

Subd. 3 – Other Family Illness Leave

Family illness leave may be used for a serious injury or illness of other family members named in Subd. 1. A serious injury or illness is defined to include health conditions requiring medical treatment or supervision; physical or mental disability; chronic long-term treatment.

Subd. 4 – Funeral of a Friend

The employee will have one annual non-accruing bereavement leave day for the funeral of a friend.

III. INSURANCE:

1. Medical Insurance: The school district shall pay the premium up to $1,029.24 per month in 2026-27 and up to $1,070.42 in 2027-28. Any added premium cost shall be borne by the employee.

   The District will offer at least one voluntary high-deductible/VEBA health plan option coupled with a VEBA trust. Eligible employees who choose to enroll in the high-deductible VEBA health plan shall receive a district contribution to a VEBA account set up for that employee. Employee Contracts/Terms and Conditions determine eligibility. The following provisions shall apply to the VEBA plan offered by the District:

   High-deductible VEBA health plan Single Coverage: if an employee selects the VEBA plan with single coverage, the District will make a $1,200 annual contribution to the employee's VEBA HRA. The District will contribute the annual amount to the employee's VEBA account in two equal installments. The first installment will be contributed in July or the first date of employment. The second installment will be contributed in January. If hired after January 1st, the entire prorated amount will be contributed on the first date of employment.

   High-deductible VEBA health plan Dependent Coverage: if an employee selects the VEBA plan with dependent coverage, the District will make a $2,400 annual contribution to the employee's VEBA HRA. The District will contribute the annual amount to the employee's VEBA account in two equal installments. The first installment will be contributed in July, the first date of employment, or the first day of coverage. The second installment will be contributed in January. If hired after January 1st, the entire prorated amount will be contributed on the first date of employment.

   Investment fees (if any) will be paid from the individual accounts of employees. Monthly administration fees of active employees for VEBA administration will be paid for by the District.

2. Dental Insurance: The school district will offer a dental insurance plan to eligible employees and their dependents and pay the premium up to $435.55 in 2026-2027 and up to $452.97 in 2027-2028.

3. Life Insurance: The school district shall provide and pay the total premium cost for term life insurance in the amount of fifty thousand dollars ($50,000). Employees may purchase additional coverage as permitted by the plan.

4. Long-Term Disability Insurance: The school district shall provide and pay the full cost of income protection insurance consistent with the benefits and coverages of the insurance policy purchased by the district.

5. Claims Against The School District: The parties agree that any description of insurance benefits contained in this section are intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the school district pursuant to this section. It is further understood that the school district's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claims shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

IV. OTHER BENEFITS:

1. 403(b) Plan: The employee is eligible to participate in the district tax-sheltered annuity plan.

2. Flexible Spending Account Plan: The employee is eligible to participate in the Flexible Spending Account plan.

3. Remote Work: Employees may request approval to work remotely. Remote work may be approved by the employee's supervisor based on operational needs and the requirements of the employee's position. Remote work is not guaranteed and may be modified or discontinued as operational needs require.

V. FINANCIAL CONSIDERATIONS:

Salary Schedule:

2026-2027	2027-2028
$68,079.00	$70,801.00

The annual salary will be paid in equal semi-monthly installments, during the period of these terms and conditions. The employee shall perform the services prescribed by the School Board or its designated representative. The Employee shall engage in no other employment, consultative service or other activity for which an honorarium is paid without receiving prior approval of the School Board or its designee, but shall devote full time and due diligence to the affairs and the activities of the school district.

VI. MISCELLANEOUS:

The Employee may attend work-related conferences and workshops subject to approval of the Director of Technology and available district funds.

These personnel terms and conditions contain information pertaining to your employment with Independent School District No. 719, Prior Lake-Savage Area Schools ("District"). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Article are subject to the requirements of any applicable law, such as the Veterans' Preference Act, granting the employee employment rights.