AGREEMENT

between

INDEPENDENT SCHOOL DISTRICT #743

SAUK CENTRE, MN

and

Sauk Centre Custodians

for

FISCAL YEARS

2026-2027 & 2027-2028

ARTICLE I
ARTICLES/PORTION OF THE CONTRACT

The articles here attached constitute an integral portion of the contract agreement between Independent School District #0743, Sauk Centre, Minnesota, and the Sauk Centre Custodians.

ARTICLE II
DEFINITIONS

1. EMPLOYER - In all articles, Independent School District #0743 shall be referred to as the District.

2. EMPLOYEE - In all articles, shall also be referred to as the Sauk Centre Custodians.

ARTICLE III
BASIC SERVICES

The Sauk Centre Custodians shall faithfully and confidentially perform the services prescribed by their job description and the Superintendent of Schools whether or not such services are specifically described in the job description, abide by the rules, regulations, policies as established by the School Board and the Minnesota Department of Education, and any additions or amendments thereto, for the salary and benefits indicated herein, and all state and federal laws relevant thereto.

ARTICLE IV
DURATION

This contract shall remain in full force and effect, except if modified by mutual consent of the School Board and the Sauk Centre Custodians or unless terminated as provided by law.

This contract shall be in full force and effect through June 30, 2028. At the conclusion of its term or any agreed to extension thereof neither party shall have any further claim against the other party, and the District's employment of the Sauk Centre Custodians shall cease.

ARTICLE V
SEVERABILITY

Should any portion of this contract be found to be in violation of state law, both parties agree to immediately negotiate appropriate modifications. Unless otherwise mutually agreed, all other provisions of the contract shall remain in full force and effect.

ARTICLE VI
TERMINATION DURING TERM

The Sauk Centre Custodians employment may be terminated during the term of this contract only for cause defined in M.S. 122A.40 Subds. 9 or 13. Except for the purposes of describing the grounds for discharge, the provisions of M.S. 122A.40 shall not be applicable. If the School Board proposes to terminate custodial positions during the contract term for cause as defined in M.S. 122A.40, it shall notify the Custodian in writing of the proposed grounds for termination. The Custodian shall be entitled to a hearing before an arbitrator provided the Custodian makes such a request in writing within fifteen (15) calendar days after receipt of the written notice of the proposed termination. In such an event, the parties shall jointly petition the Bureau of Mediation Services (BMS) for a list of five (5) arbitrators. The arbitrator shall be selected by the parties through the normal striking process as provided by BMS rules. The arbitrator shall conduct a hearing under normal arbitration procedure rules and issue a written decision. The decision of the arbitrator shall be final and binding upon the parties, subject to normal judicial review of arbitration decisions as provided by law. The Custodian may be suspended with pay pending final determination by the arbitrator. If the Custodian fails to request a hearing as provided herein within the fifteen (15) calendar day period, it shall be deemed acquiescence by the Custodian to the School Board's proposed action and the proposed action shall become final on such date as determined by the School Board, and the Custodian shall have no further claim or recourse.

ARTICLE VII
RATES OF PAY

The wages and salaries reflected in Schedule A, attached hereto, shall be a part of the Agreement for the period commencing July 1, 2026 to June 30, 2028. An employee's step placement may not be the same as his/her years of experience.

Annual step movement shall occur upon July 1 of each year for employees of this unit. An individual employee's salary advancement is subject to the right of the School District to withhold salary increases for good and

sufficient grounds. In the event a successor Agreement is not entered into prior to the expiration of this Agreement, an employee shall be compensated according to the current rate until a successor Agreement is entered into.

1. Shift Differential: An employee whose regular scheduled shift that begins at 1:00 p.m. or later, shall receive a additional $2.00 per hour in pay for that shift. Any employee working an 8 hour shift on a Saturday shall receive an additional $5.00 per hour in pay for that shift. If less than 8 hrs on a Saturday the employee shall receive an additional $2.00 per hour in pay.

2. Overtime: All work performed in excess of forty (40) hours per week will be compensated at time and one-half (1.5) of regular pay.

All overtime shall be approved by the immediate supervisor and/or the superintendent.

An employee required to perform services for the District, on a Sunday or contract designated holiday, shall be compensated at two (2) times their regular rate of pay.

3. School Closing: In the event that school is closed for weather or other emergency, employees will be released as determined by their immediate supervisor and/or building principal. In such instances, employees not already on duty should report for work only if requested by their immediate supervisor AND they can safely do so. No compensation will be paid for time that is not worked. Employees will be allowed to utilize available vacation to avoid suffering a loss in pay for the time.

4. Asbestos Work: An employee who is certified, with written approval of the Superintendent, in asbestos abatement shall receive $.25 per hour in addition to his/her hourly wage rate for all hours worked.

5. Call-back Pay: In the event an employee is called back to work outside their scheduled work hours, they will receive a minimum of two (2) hours straight time pay or the actual time worked at time and one-half (1.5), whichever is greater. Said provision shall not apply to regularly scheduled hours.

6. Weekend/Holiday Boiler Checks: Employees that perform such boiler checks, that are not part of the scheduled basic work week pursuant to Article X, Section 1 of this Agreement, shall receive a minimum of two (2) hours straight time pay or the actual time worked at time and one-half (1.5), whichever is greater.

7. Boiler License Pay: Employees who obtain and maintain the following Minnesota Boiler Licenses shall receive additional compensation, in addition to their hourly rate reflected in the salary schedules in Schedule A, as designated:

2nd Class License-- $.35 per hour
1st Class License-- $.40 per hour
Chief License-- $.45 per hour

8. Pool Operators Certificate: An employee with a pool operators certificate and written approval of the Superintendent shall receive $.25 per hour in addition to his/her hourly wage rate for all hours worked.

9. Time sheets: All requests for pay shall be documented on an electronic time-keeping system and submitted to the designated supervisor for verification and approval. Such requests shall be submitted within the timeframe established by the superintendent.

10. Severance Pay: The District will pay employees (or their estate), who have accumulated sick and safe leave, who have worked in the district:

--at least 10 years, 25% of their accumulated sick and safe leave days or

--at least 20 years, 50% of their accumulated sick and safe leave days or

--at least 30 years, 60% of their accumulated sick and safe leave days;

in compensation upon their retirement, subject to qualifying under PERA, or death, based upon a prorata basis of their average workday. The rate of pay at the time of accepted retirement shall be the basis for calculating said benefit. The benefit to be received shall be paid on June 30th of the year of qualifying retirement.

ARTICLE VIII
MEDICAL INSURANCE

The District shall provide the Sauk Centre Custodians and their eligible dependents with medical insurance selected from the menu of insurance coverage options offered by the District. Monthly payments towards medical insurance shall be as follows:

July 1, 2026 - June 30, 2027	$1000.00 per month
July 1, 2027 - June 30, 2028	$1075.00 per month

Any remaining insurance contribution dollars, after the high deductible plan premium has been paid,will be contributed to the Sauk Centre Custodians HSA account.

For purposes of insurance contribution a regular employee shall be defined as one whose position is normally scheduled for at least 211 days per year AND at least 30 hours per week.

Said amount may alternately be applied to family coverage within the School District Plans.

Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

Claims Against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

Duration of Insurance Contribution: An employee is eligible for School District contribution as provided in this contract as long as the employee is employed and on paid status by the School District. Upon termination of employment, all district contributions shall cease.

Eligibility: Any benefits shall be subject to all terms and conditions of said plan, including any and all limitations.

Retirees: An employee retiring from the School District who currently qualifies for health insurance and qualifies for PERA benefits shall have eligibility for single or family coverage within the group for a period of time not to exceed 96 months or when the employee becomes eligible for Medicare and/or Medicaid insurance, whichever comes first. The retired employee shall be eligible to receive an insurance benefit subject to the following criteria: Employees who work at least 211 days per year with at least 10 years service to the district shall be eligible. The District will contribute an amount not to exceed 70% of the amount in Article VIII, of this agreement for the year in which said employee retires.Employees hired after January 1, 2020 are not eligible for this benefit.

ARTICLE IX
LEAVES OF ABSENCE

1. Sick & Safe Leave: An employee shall earn sick and safe leave at the rate of eight (8) hours per month, cumulative to eight hundred eighty (880) hours. Sick and safe leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year. State Statue 181.9447 (ESST) defines what this leave can be used for and which family members are included.

All employees working 1688 or more hours per year that have reached their maximum accrual of sick and safe leave prior to July 1 of any year will be eligible for a Sick and Safe Leave Buy Back. If the employee uses no (zero) sick and safe leave for the course of the year, he/she will be eligible for 3 days pay at the end of the year. If the employee uses less than 16 hours of sick and safe leave for the course of the year, he/she will be eligible for 1 day pay at the end of the year. Those qualifying for said Sick and Safe Leave Buy Back will have the salary included with their July 15th check in the following year.

2. 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 sick and safe 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 and safe leave.

3. Bereavement Leave: Up to five days leave shall be allowed for death in the employee's immediate family. The specific amount of leave allowed is subject to the discretion of the superintendent depending on the circumstances. Immediate family is defined as the employee's spouse, child, grandchild, parent, brother, sister, parent in-law,son/daughter in-law or other relative living in the same household as the employee. Additional requests for close friends and other relatives need to be approved by Director of Buildings and Grounds and Superintendent. Those days will be deducted from sick and safe leave.

4. Medical Leave: An employee who is unable to perform duties because of illness or injury and who has exhausted all sick and safe leave credit available, or has become eligible for long term disability compensation, will, upon request, be granted a medical leave of absence, without pay, up to twelve (12) months. This leave may be renewed at the discretion of the School District.

A request for leave of absence, or renewal thereof, under this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to assume normal responsibilities.

5. Family and Medical Leave: Leave for such purposes shall be as specified in statute.

Insurance Application: An employee on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The employee shall pay the entire premium for such insurance commencing with the beginning of the leave, and shall pay

to the School District the monthly premium in advance, except as otherwise provided in Section 5, Family and Medical Leave. in the event the employee is on paid leave from the School District under Section 1, Sick and safe Leave, or supplemented by sick and safe leave pursuant to Section 2, Worker's Compensation hereof, the School District will continue insurance contributions as provided herein until sick and safe leave is exhausted. Thereafter, the employee must pay the entire premium for any insurance retained after the exhaustion of sick and safe leave.

Credit: An employee who returns from unpaid leave shall retain experience credit for pay purposes and years of service credit for other benefits which had accrued at the time leave commenced. No credit shall accrue for the period of time that an employee was on unpaid leave.

6. Jury Duty Leave: An employee who is called to serve jury duty will be provided leave with pay for each day that said service would interfere with their regularly scheduled shift. The employee will notify the district of the dates of pending absences as soon as possible following notice of jury duty. The employee shall reimburse to the District any per diem paid to them, by the Court, for said service except that the staff member may retain any mileage or meal allowance paid by the court.

7. School Conference and Activity Leave: The School District will provide for such leaves as provided in Statute.

ARTICLE X
VACATIONS/MISCELLANEOUS PROVISIONS

Earned Vacations: Vacation will be accrued on a pro rata basis of the employees average scheduled workday as per the following schedule and shall be applicable only to those employees that work 1,688 or more hours per year:

Years of Service	Vacation Hours Earned	
0-2	104	(13 days)
3-5	112	(14 days)
6-8	120	(15 days)
9-11	128	(16 days)
12-14	136	(17 days)
15-17	144	(18 days)
18-20	152	(19 days)
21-23	160	(20 days)
24-25	168	(21 days)
26 or more	176	(22 days)

If the employee resigns before completing a full year of service, the employee shall not be entitled to any vacation pay and shall have the salary paid for any vacation hours taken deducted from the final check. An employee who has completed at least one year of service shall be entitled to receive the pro rata pay for unused vacation time provided such employee provides the School District with at least two (2) weeks' advance notice of the resignation time.

Vacation hours will be determined by mutual consent with the immediate supervisor and the superintendent.

Accumulated vacation hours are not to be carried over into the next school year without prior written approval from the superintendent.

Any holiday, which falls within an employee's vacation period will not be counted as a vacation day.

Holidays: The following will be considered paid holidays for employees of this unit, provided that their normal schedule would have them assigned to duty during the week containing the holiday:

4th of July
Labor Day
Thanksgiving Day
Thanksgiving Friday
Christmas Eve Day
Christmas Day
New Year's Eve Day
New Year's Day
Martin Luther King Day (Provided school is not in session for students.)
President's Day (Provided school is not in session for students.)
Good Friday
Memorial Day
Juneteenth

If the holiday occurs on a Saturday, or Sunday the School District reserves the right to designate either Friday or Monday as the paid holiday.

In the event that an employee is assigned to work on a designated holiday he/she will be paid at the rate of two (2) times the regular hourly rate.

The School District reserves the right, if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof.

In order to be eligible for holiday pay, an employee must have worked a regular work day before and after the holiday unless on an excused illness, leave, or on vacation under these provisions.
All holidays that fall on a regularly scheduled work day shall be compensated for the regularly scheduled hours for that day. All holidays that fall on a regularly scheduled day off shall be compensated as a regularly scheduled work day, however, in no case shall it exceed 8 hours.

Licensure/Certification: The right is reserved by the School District to require that an employee maintain all necessary licenses and/or certifications needed, as determined by the superintendent, for the position.

The School District, may reimburse the employee for any or all expenses related to maintaining licensure/certifications. Additionally, the School District may reimburse the employee for further education which it deems necessary and approves.

Uniform: The right is reserved by the School District to require employees of this unit to wear a standard uniform as determined by the superintendent.

The School District shall annually provide, each employee covered by this agreement, five (5) sets of a uniform (shirt and pants). Upkeep and maintenance of said uniforms shall be the responsibility of the employee. Said uniform shall be worn at all times during said employees duty day.

Expense Reimbursement: The School District will reimburse all valid and pre-approved expenses associated with the employee's duties provided a detailed receipt is submitted.

ARTICLE XI
MATCHING 403b PLAN

The employer will make available to the Sauk Centre Custodians a matching 403b plan. The years of service are based on completed years of service with the district under this contract. The employer will make matching contributions to the plan based on the following schedule:

Years of Service	District Maximum Match
1-3 years	$200
4-6 years	$400
7-9 years	$600
10-12 years	$800
13+ years	$1,000

Any severance amount paid shall be reduced by any/all School District contributions to their 403b.

Requirements to Participate:

1. Prior to July 1 of any year, an employee shall declare his/her intent to participate in a 403b matching program contribution plan by submitting a signed Intent to Participate form to the payroll department.

Responsibility for filing said form is solely the responsibility of the employee. Failure to file said form shall exclude the employee from participation during that year. An Intent to Participate form shall be binding until a written and signed withdrawal of participation is provided to the payroll department.

In order for the Intent to Participate form to be valid, it is the employee's responsibility to have all vendor accounts established and all vendor forms appropriately completed and signed. Failure on the part of the employee to do so will void any School District match for said year.

2. The Sauk Centre Custodians may, through payroll deduction, as indicated on the Intent to Participate form, contribute any dollar amount up to or in excess of the School District contribution, provided that they are responsible for and comply with all applicable rules and statutes.

3. The School District and the Sauk Centre Custodians will direct their contributions to the same vendor. The School District's contribution will annually equal the match listed above.

4. Contributions (Employee and Employer) as defined on the annual Intent to Participate form shall be remitted twice monthly, July through June.

5. The Sauk Centre Custodians shall choose a vendor from the School District established list in order to participate.

6. Management of both the portfolio of individual investments and the School District contributions shall be solely the responsibility of the Sauk Centre Custodians in whose name these investments have been made. The School District absolutely assumes no current or future liability for contributions made to these plans or for investment earnings (losses), which may accrue to these portfolios as a result of investment decisions, which are made by the Sauk Centre Custodians.

7. The Sauk Centre Custodians are not to construe any plan or the district contributions to any plan or the opportunity of the employee to match such contributions as legal, tax, or investment advice by the School District.

8. The management of both the individual and School District contributions shall be solely the responsibility of the Sauk Centre Custodians in whose name the contributions have been made. The Sauk Centre Custodians should consult his/her own attorney, accountant, and investment advisor as to legal, tax, and investment issues relating to contributions in any plan.

9. The School District has neither reviewed nor approved any investment programs, which the member may obtain by way of contributions under any plan.

10. The Sauk Centre Custodians agree to indemnify and hold harmless the School District from any adverse investment experience arising from or connected with contributions to any plan.

11. There shall be no School District contribution for any employee on an unpaid leave of absence.

ARTICLE XII
HOURS OF SERVICE AND DUTY YEAR

Basic Work Week: The regular work week, exclusive of lunch, shall be prescribed by the School District each year for regular employees.

Ten Hour Days: In the event the District schedules a ten hour work day the shift shall consist of ten (10) consecutive hours, exclusive of lunch. The work week would consist of four (4), ten (10) hour days.

Basic Work Year: The regular work year shall be prescribed by the School District each year for regular employees.

Part-Time Employees: The School District reserves the right to employ such personnel as it deems desirable or necessary on a part-time or casual basis for time less than that of the regular employees.

Shifts and Starting Time: All employees will be assigned starting time and shifts as determined by the School District.

Lunch Period: Employees shall be provided an unpaid duty free lunch period of at least 30 minutes.

ARTICLE XIII
PROBATIONARY PERIOD/SENIORITY/DISCHARGE/DISCIPLINE

Probationary Period: An employee under the provisions of this Agreement shall serve a probationary period of twelve (12) months of continuous

service in the School District during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee.

Change of Classification: In addition to the initial probationary period, an employee transferred or promoted to a different classification shall serve a new probationary period of six (6) calendar months in any such new classification. During this six (6) month probationary period, if it is determined by the School District that the employee's performance in the new classification is unsatisfactory, the School District shall have the right to reassign the employee to the former classification. As mutually agreed to, an employee may be able to return to his/her previous classification without loss of seniority, any benefits, or any additional probationary period. If mutually agreeable between the employee, exclusive representative and the School District, the probationary period may be extended.

Completion of Probationary Period: An employee who has completed the probationary period may be suspended without pay, demoted or discharged only for cause as determined by the School Board, subject to common and accepted due process.

Promotion/Transfer. Promotions or transfer to another classification will be made only with the approval of the School District.

Seniority Date: Employees shall acquire seniority upon completion of the probationary period as defined in this Agreement and, upon acquiring seniority, the seniority date shall relate back to the first date of continuous service in a position governed by this Agreement. If more than one employee commences work on the same date, seniority ranking for such employees shall be determined by the flip of the coin.

Seniority Lost: Seniority shall be lost for any of the following:

1. A voluntary quit.
2. A discharge for cause.
3. A lay-off of six(6)months.

Reduction in Force: The parties recognize the principle of seniority in the application of this Agreement, within classification, concerning reduction in force, provided the employee is fully qualified to perform the duties and responsibilities of the position. An employee on layoff shall retain seniority and right to recall, within classification, in seniority order for a period of six (6) months after the date of layoff. Employees who are laid off relative to this provision will have the right to bump a less senior employee in the same or lower classification

provided he/she has completed the probationary period in the lower classification.

Discipline: The School District reserves the right to discipline an employee. Discipline may include, but not be limited to; a reprimand, suspension, demotion or discharge.

ARTICLE XIV
Endorsement

The preceding Articles I-XIII, as stipulated, are hereby mutually approved, endorsed and incorporated as an integral portion of the continuing contract between Independent School District #0743, Sauk Centre, Minnesota, the employer, and the Sauk Centre Custodians.

Ann Hess

Chair, Board of Education
Independent School District #0743
Sauk Centre, Minnesota

Pat Ji

Clerk, Board of Education
Independent School District #0743
Sauk Centre, Minnesota

Dated: 6/17/26

For The Sauk Centre Custodians
Independent School District #0743
Sauk Centre, Minnesota

Bonita Carmack

For The Sauk Centre Custodians
Independent School District #0743
Sauk Centre, Minnesota

Dated: 6-15-2026

SCHEDULE A

Salary Schedules

RANGE B21 – Custodian II

	2026-2027	2027-2028
0	$18.18	$18.72
1	$18.42	$18.97
2	$18.63	$19.19
3	$18.87	$19.44
4	$19.10	$19.67
5	$19.33	$19.91
6	$19.58	$20.17
7	$19.82	$20.41
8	$20.05	$20.66
9	$20.29	$20.90
10	$20.54	$21.15
11	$20.79	$21.41
12	$21.03	$21.66
13	$21.28	$21.92
14	$21.54	$22.18
15	$21.77	$22.43
16	$22.03	$22.69
17	$22.30	$22.97
18	$22.55	$23.22
19	$22.81	$23.50
20	$23.08	$23.77

RANGE B24 – Head Custodian

	2026-2027	2027-2028
0	$21.54	$22.18
1	$21.79	$22.45
2	$22.05	$22.71
3	$22.32	$22.99
4	$22.59	$23.27
5	$22.85	$23.53
6	$23.12	$23.82
7	$23.40	$24.10
8	$23.68	$24.39
9	$23.96	$24.68
10	$24.24	$24.96
11	$24.52	$25.26
12	$24.80	$25.55
13	$25.09	$25.84
14	$25.38	$26.14
15	$25.67	$26.44
16	$25.97	$26.75
17	$26.25	$27.04
18	$26.55	$27.35
19	$26.86	$27.67
20	$27.16	$27.98