

## TRANSPORTATION SUPERVISOR'S CONTRACT HOLDINGFORD PUBLIC SCHOOLS

The School Board of Independent School District No. 738, Holdingford, Minnesota, enters into this agreement with Rodney Ebnert, who agrees to perform the duties of Transportation Supervisor of Holdingford Public Schools commencing July 1, 2023 and ending June 30, 2025.

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

### 1. Duty Year

The basic work year shall consist of 2080 hours less the holidays described in leaves.

Work Day: Among other duties as assigned, the employee will open the bus garage, substitute bus drive when necessary, and handle bus emergencies as they arise. Employee will be excused from substitute bus driving if needed for an emergency.

Anytime over the normal forty (40) hours per week for duties as assigned can be used as flex time tracked internally with the Superintendent.

Any activity route driving after the normal eight (8) hour day will be paid at the rates per the Bus Driver Contract. The employee will be compensated \$10 per hour in addition to the regular salary amount for any activity trips during normal work hours.

Any regular to/from school AM or PM routes will be paid at the regular hourly rate per the Bus Driver Contract in addition to the regular salary amount.

### 2. Leaves:

#### 1. Vacation:

- 1 week during 1<sup>st</sup> and 2<sup>nd</sup> year of employment
- 2 weeks during 3<sup>rd</sup> and 7<sup>th</sup> year of employment
- 3 weeks during 8<sup>th</sup> and 20<sup>th</sup> year of employment
- 4 weeks beginning with the 21<sup>st</sup> year of employment

Vacation will be advanced at the start of the Fiscal Year (July 1). However, if the Transportation Supervisor leaves the employ of the District prior to the end of the Fiscal Year, vacation leave shall be prorated based on the number of days worked to that point. If at that point, more vacation leave has been used than accrued (including the advanced vacation leave), the Transportation Supervisor shall pay the District the amount of such vacation leave used in excess of the amount earned.

Only 5 days can be carried over into the next Fiscal Year.

July 1 will be the anniversary date for the computation of vacation benefits.

Five (5) vacation days will be allowed on student session days, the remainder of vacation days will be allowed only on non-student session days.

Upon separation of service, any earned but unused vacation balance will be paid to the employee at the currently hourly rate of pay.

## 2. Holidays:

The following are to paid holidays:

New Years Day	Labor Day
Memorial Day	Thanksgiving Day
4 <sup>th</sup> of July	Christmas Day
Juneteenth	Friday After Thanksgiving
1 day during Spring Vacation (Good Friday)	
1 day during Winter Vacation (Christmas Eve Day)	
2 floating vacation days	

Holiday's falling on a Saturday or Sunday may be taken on the nearest available work day.

## 3. Sick Leave:

Transportation Supervisor shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the District accumulated to ninety (90) days.

Sick leave will be deducted from current sick leave earnings before any accumulated sick leave from prior years.

## 4. Emergency Leave:

The Transportation Supervisor shall be granted five (5) non-accumulative paid emergency leave days to be used at the beginning of each fiscal year to be used at the discretion of the employee for such emergencies as deaths, funeral, family illness not covered by sick leave, court appearances, estate settlements and acts of God. These five (5) days will not be deducted from sick leave. Employee shall also be able to use five (5) additional days that will be deducted from sick leave.

Request for Emergency Leave: Requests for Emergency Leave shall be arranged with the Superintendent, or in the absence of the Superintendent, the principal, as soon as possible, either in person or via telephone. A formal request for Emergency Leave shall be made in writing as soon as practical.

## 3. **Insurance:**

### 1. Health and Hospitalization:

The District will contribute up to \$8,842 in 2023-2024 and \$9,284 in 2024-2024 towards a single policy. The District will contribute up to \$20,185 in 2023-2024 and \$21,194 in 2024-2024<sup>←5</sup> towards a dependent policy. At the employee's discretion, a portion of the benefit amount can be contributed to a VEBA to cover out of pocket costs. VEBA contributions will be made monthly.

*In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminate or reduce penalties, fees, or fines to be assessed against the School District. The amount of any reduction in the School District's contribution toward the employee's healthcare benefits as a result of addressing the 'highly compensated employee' component of the ACA will be placed into another School District-provided benefits(s) (i.e., a retirement HRA, salary, combination, etc.) as agreed upon between the parties.*

### 2. Term Life Insurance:

The School District shall provide the Transportation Supervisor one (1) years' salary of Term Life Insurance coverage.

### 3. Long Term Disability Insurance:

The School District shall contribute 100% of the Transportation Supervisor's premiums towards a Long-Term Disability program.

**4. Other Benefits:**

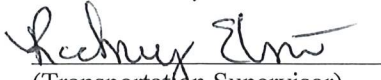
1. Dues: Full dues shall be paid by the school district to Minnesota Association for Pupil Transportation.
2. Conference and Workshops: All fees associated with conferences and workshop will be paid by the school district with the approval of the Business Manager or Superintendent.
3. Tool allowance: A Fiscal Year allowance of \$300 with a maximum carried forward of \$600.
4. ASE Certification: To be paid by the district.
5. Tax Shelter Annuity: The District will match up to \$1,500 towards 403(b) annuity.

**5. Salary:**

The Transportation Supervisor's salary reflected in this agreement shall be \$76,537 for Fiscal Year 2023-2024 and \$78,833 for Fiscal Year 2024-2025.

IN WITNESS THEREOF: I have  
Subscribed my signature this

9 day of 28 Oct, 2023

  
(Transportation Supervisor)

IN WITNESS THEREOF: I have  
subscribed my signature this

11<sup>th</sup> day of Oct, 2023

  
(School District)