

SUPERINTENDENT'S CONTRACT OF EMPLOYMENT
Isanti Community Schools

THIS CONTRACT is made by and between the Board of Education of Isanti Community Schools, legally known as Knox County School District 54-0505, ("School District") and referred to as "the Board" and "the District" respectively, and Dave Mroczek, referred to herein as "the Superintendent". In accordance with its action taken and recorded in the minutes of a duly advertised board meeting, the Board agrees to employ the Superintendent, and the Superintendent agrees to accept such employment, subject to the terms and conditions set forth herein.

Section 1. Term of Contract. The Superintendent shall be employed for a period of 6 months beginning on July 1, 2023 and expiring on December 31, 2023. During each year of this contract, the Superintendent shall render at least 230 working days of service in the performance of his duties as Superintendent. (115 working days for this 6 month contract) "Working days" typically will not include Saturdays, Sundays, and legal holidays, but it shall include all days on which the Superintendent actually and necessarily completes his contractual duties. The Superintendent agrees to work sufficient hours and days to satisfactorily complete the duties of this contract. The Superintendent's working hours on Mondays shall begin at 10:00 A.M. The Superintendent's working hours on Friday shall end at 2:00 P.M. The Superintendent shall keep complete and accurate records of his working days and shall provide the Board of Education with a report of his accumulated working days at least quarterly.

Section 2. Renewal of Contract. IT IS A MATERIAL PROVISION OF THIS CONTRACT THAT IT IS FOR A LIMITED PERIOD OF TIME AND SHALL NOT BE SUBJECT TO THE RENEWAL OR NONRENEWAL PROVISIONS OF NEB REV. STAT. §§79-824 TO 79-839 OR §§ 79-846 TO 79-849. IN EXCHANGE FOR ONE HUNDRED DOLLARS (\$100) AND OTHER VALUABLE CONSIDERATION, THE SUPERINTENDENT AGREES TO ACCEPT EMPLOYMENT ON THIS BASIS AND HEREBY RESIGNS AS OF THE EXPIRATION DATE SET OUT ABOVE. BY RESIGNING AND ACCEPTING THIS ADDITIONAL CONSIDERATION, THE SUPERINTENDENT UNDERSTANDS THAT HE IS WAIVING STATUTORY RIGHTS SUCH AS TO NOTICE AND A HEARING AND OTHER RIGHTS REGARDING NONRENEWAL OF EMPLOYMENT. HE DOES SO VOLUNTARILY AND WITH FULL KNOWLEDGE OF THE RIGHTS HE IS WAIVING. The Board and Superintendent mutually agree that the parties may decide to continue the Superintendent' employment beyond the 2023-24 school year, but that no portion of Nebraska's tenure laws will apply to the 2023-24 school year's employment contract. The Superintendent shall be responsible for taking all necessary steps to ensure that the District has complied with the Superintendent Pay Transparency Act.

Section 3. Salary. The Superintendent's salary for the 6 month contract shall be \$87,500 which shall be paid in 13 equal bi-weekly installments beginning in the month of July

2023. The Board shall not reduce the Superintendent's salary during the term of the contract but may increase it and/or the benefits during the term of this contract, as an amendment to the contract, without the amendment constituting a new contract, requiring a hearing, or extending the term of this contract.

Section 4. Deductions. This contract shall conform to the statutes and regulations governing deduction from compensation and shall be subject to the School Employees Retirement Act. The Superintendent authorizes the District to deduct or withhold from each and every period of pay any amounts necessary to offset any damages caused by the Superintendent or the value of property or money entrusted to the Superintendent or owed by the Superintendent to the District during the course of or a result of the Superintendent's employment, if such property or money have not properly been returned to the District. The District shall withhold other deductions as the Superintendent and Board may agree.

Section 5. Professional Status. The Superintendent affirms that the Superintendent is not under contract with any other board of education covering any part or all of the term provided in this contract. Throughout the contract term, the Superintendent will hold a valid and appropriate certificate to act as a Superintendent of schools in the State of Nebraska which the Superintendent will register and maintain on file in the District's central administrative office. This contract shall not be valid, and the Board will not compensate the Superintendent for any service performed prior to the date that the Superintendent registers the certificate. The Superintendent represents that: (1) all information provided in connection with the Superintendent's application for employment with the District was true and accurate at the time of application, and if there is or has been a material change in such information, the Superintendent will advise the Board immediately; (2) the Superintendent has never been convicted of or plead no contest to a felony as defined in Title 92, Chapter, Sections 003.11 and 003.13 of the Nebraska Administrative Code ("Rule 21"), or any offense involving moral turpitude, abuse, neglect, or sexual misconduct, as defined in Title 92, Chapter 21, Sections 003.12 and 003.13 of the Nebraska Administrative Code; and (3) the Superintendent has not had any professional licenses or certificates suspended or revoked.

Section 6. Superintendent's Duties. The Superintendent's duties shall be as prescribed by statute and by Board policies, rules, regulation, and directives. The Superintendent agrees to devote the Superintendent's time, skill, labor, and attention to all required duties throughout the contract term. The Superintendent shall be subject to the direction and control of the Board at all times and shall perform such administrative duties as the Board assigns. By agreement with the Board, the Superintendent may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations as long as they do not interfere with carrying out the Superintendent's duties and obligations to the District.

Section 7. Board-Superintendent Relationship. The Board shall be primarily responsible for formulating and adopting policy. The Superintendent shall be the chief administrative officer for the District and shall be responsible for implementing Board policy.

The Superintendent shall organize the administrative and supervisory staff, and select, place and transfer personnel with the concurrence of the Board. The Superintendent is responsible for administering the Instruction of students and the business affairs of the District. The Board members agree, individually and collectively, to promptly refer all criticisms, complaints, and suggestions called to their attention to the Superintendent for action, study and/or recommendation as appropriate.

Section 8. Cancellation or Mid-Term Amendment. The Board may cancel or amend this contract during its term for any of the following reasons: (a) the cancellation, termination, revocation, or suspension of the Superintendent's certificate, (Nebraska Administrative and Supervisory Certificate, or the Nebraska Professional Administrative and Supervisory Certificate) by the State Board of Education; (b) any of the reasons set forth in this contract; (c) the breach of any of the material provisions of this contract; (d) incompetence; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) conduct involving moral turpitude; (i) any conduct that substantially interferes with the Superintendent's continued performance of the Superintendent's duties; (m) any arrest, criminal charge, or criminal conviction of Superintendent or the failure to report the same; (n) any filing against the Superintendent under NEB REV. STAT. § 43.247 or any other provision of the Nebraska Juvenile Code for child abuse and/or neglect or the failure to report the same; (o) knowingly falsifying District records or documents; (p) misrepresentation of fact to the District and its personnel in the conduct of its official business; (q) the use or possession of illegal drugs or controlled substances except as prescribed by a physician; or being under the influence of illegal drugs, controlled substances, or alcohol while on school grounds, at school events, or in a vehicle owned, leased or contracted by the District except as prescribed by a physician. The procedures for cancellation or amendment shall be in accordance with state statutes. The parties agree that the Superintendent's failure to comply with the obligations in the Renewal of Contract or Evaluation provisions of this contract shall constitute a material breach of this contract.

Section 9. Disability. If the Superintendent is unable to perform any of the Superintendent's duties by reason of illness, accident or other disability beyond the Superintendent's control, and the disability continues for a period of more than 30 days, or if the disability is permanent, irreparable, or of such a nature as to make performance of the Superintendent's duties impossible, the Board may initiate action to cancel the contract, whereupon the respective rights, duties and obligations of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Superintendent under any insurance coverage furnished by the District.

Section 10. Transportation. The Board shall provide the Superintendent with transportation. If a school vehicle is not available for use, the Board shall reimburse the Superintendent for mileage required in the performance of official duties at the then-current IRS rate.

Section 11. Fringe Benefits. The Board shall provide the Superintendent with the following fringe benefits:

- a. **Health Insurance.** The Superintendent will have access to health insurance through the District's health insurance carrier for the employee; employee and children; employee and spouse; ore employee, spouse, and children (as applicable)
- b. **Dental Insurance.** The Superintendent will be provided family dental insurance that is available to certificated staff through the District's health insurance carrier.
- c. **Vision Insurance.** The Superintendent will be provided single vision insurance that is available to certificated staff through the District's vision insurance carrier.
- d. **Life Insurance.** Term life insurance with the total death benefit of \$25,000.
- e. **Housing.** The Board shall provide the Superintendent with access to a teacherage within the district, and utilities shall be paid by the District. Superintendent's use of the teacherage is conditioned upon the Superintendent's continued employment by the District, and the Superintendent is not subject to the requirements of the Nebraska Uniform Residential Landlord and Lessee Act NEB. REV. STAT. §§ 76-1401 to 76-1449, as currently in effect and as may be amended during the term of this contract. Should the Superintendent's employment end by action of either the District or the Superintendent for any reason, then the Superintendent's use of the teacherage shall immediately terminate, and the Superintendent shall vacate the teacherage with two (2) days.
- f. **Disability Insurance.** The Superintendent may purchase long-term disability insurance from the District's carrier at the Superintendent's own expense. The board will increase the Superintendent's compensation by an amount equal to the premium for the disability insurance.
- g. **Professional Development.** The Superintendent is expected to continue and seek professional development and to participate in relevant learning experiences. With the approval of the Board, the Superintendent may attend appropriate professional meetings at the local, state, regional and national level, and the Board will pay valid expenses of attendance.
- h. **Professional Dues.** The District will pay the annual dues for the Superintendent' membership in the following organizations: Nebraska Council of School Administrators (NCSA) and National Indian Education Association.
- i. **Cell Phone.** The Superintendent shall be required to purchase and maintain a cellular phone so that the Superintendent can be reached at all times for work-related emergencies or while away from school grounds during the workday. The District will reimburse the Superintendent \$100 per month for the actual cost of a cellular phone service plan.
- j. **Expense Reimbursement.** The Board shall pay or reimburse the Superintendent for expenses that are actually, necessarily, and reasonable incurred in attending education seminars, conventions, and workshops; conference; training programs;

official school functions, hearing or meetings, provided that (1) such payment or expenses is authorized by the Local Government Miscellaneous Expenditures Act (NEB. REV. STAT § 13-2201 et seq.) or some other provision of laws, and (2) the Superintendent shall secure the prior approval of the Board before incurring any such expense when the anticipated aggregate expense of any single even is \$500.00 or more.

- k. **Sick Leave.** The Superintendent shall be entitled to 10 days of sick leave per year which may accumulate to a total of 30 days. Sick leave may only be used for personal illness or as otherwise provided in District policy. If the Superintendent qualifies for disability pay under a long-term disability policy, he shall be required to take the disability pay instead of sick leave pay. The Superintendent shall keep complete and accurate records of his sick days. The Superintendent shall not be compensated for unused days of sick leave upon the end of his employment with the District.
- l. **Vacation.** The Superintendent shall have twenty-five (25) vacation days for the 2023-2024 contract year which he may use at times he chooses so long as the absence does not interfere with the proper performance of his duties. Any extended vacation period while school is in session will require advance approval by the Board, and all parties will cooperate in arranging vacation time so as to cause the least inconvenience to the normal operation of the District. Upon the commencement of any subsequent contract term, the Board shall give the Superintendent the number of days necessary to restore the total to twenty-five (25) days. For example, if he uses 12 days of vacation one year, the board will provide him with 12 days the following year to bring the total to 25 days. The Superintendent shall record all vacation days through the use of the school's attendance program. The Superintendent shall apply for vacation days before they are used, except in an emergency. The Board or Superintendent may require the Superintendent to use vacation days.
- m. **Bereavement Leave.** The Superintendent shall be permitted 2 days of bereavement leave per year.

Section 12. No Penalty for Release or Resignation. There shall not be a penalty for the release or resignation of the Superintendent from this contract; provided no resignation shall become effective until the expiration of the contract unless it is accepted by the Board, and the Board shall fix the date at which the resignation shall take effect.

Section 13. Compensation Upon Termination. Upon lawful termination of this contract for any reason, the compensation to be paid hereunder shall be an amount which bears the same ratio to the annual salary specified as the number of months or fraction thereof to the date of such termination bears to the 12 months in the annual salary period in which termination occurs. The Superintendent shall refund any portion of the salary paid but not earned prior to the date of termination of this contract.

Section 14. Evaluation. The Board shall evaluate the Superintendent at least twice during the first year of employment and, if the Superintendent is employed in following years, at least once during that and all subsequent school years. The Superintendent shall remind the Board members in writing of this obligation; shall make his evaluation an agenda item for two regular board meetings during the contract year; and shall provide the Board with a copy of the written evaluation instrument that is on file with the Nebraska Department of Education.

Section 15. Legal Actions. The Board will support the Superintendent if there is a legal dispute caused by carrying out the Superintendent's duties properly. If a legal action, including professional practice complaint, is threatened, or filed against the Superintendent as a result of the Superintendent's performance of duties or position as the Superintendent of the District, the Board will provide the Superintendent with a legal defense to the maximum extent permitted by law so long as the Superintendent acted in good faith and in a manner which the Superintendent reasonably believed to be in or not opposed to the best interests of the District and, with respect to any criminal action or proceeding, had no reasonable cause to believe that the Superintendent's conduct was unlawful.

Section 16. Physical or Mental Examinations. The Superintendent agrees that, at the request of the Board, the Superintendent will have a comprehensive physical and/or mental examination performed by one or more licensed physicians or psychologist of the Boards' choosing during the term of this contract. In deference to the requirements of state and federal law, the physician's report to the Board must address whether the Superintendent is able to perform the "essential functions" of the position.

Section 17. Disciplinary Action. The parties agree that the Board president may place the Superintendent on paid leave by delivering written notice of the same when the Board president determines it is in the best interests of the District to do so. The paid leave shall continue unless and until a majority of the Board determines otherwise at duly convened meetings. The Board may suspend the Superintendent without pay for a period not to exceed thirty (30) working days. Prior to suspending the Superintendent without pay, the Board president or secretary shall deliver a written notice to the Superintendent advising the Superintendent of the alleged reasons for the proposed action and provide the opportunity to present the Superintendent's version of the facts. Within seven calendar days after receipt of such notice, the Superintendent may make a written request to the secretary of the school board for a due process hearing under section 79-832. If such a request is not delivered within such time, the action of the Board shall become final.

Section 18. Governing Laws. The parties shall be governed by all applicable state and federal laws, rules, and regulations in the performance of their respective duties and obligations under this contract.

Section 19. Amendments to be in Writing. This contract may be modified or amended only by a writing duly authorized and executed by the Superintendent and the Board.

Section 20. Severability. If any portion of this contract is declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforcement of the remaining provision of this contract.

IN WITNESS WHEREOF, the parties have executed this contract on the dates indicated below.

Executed by the Board this 13 day of JUNE, 2023

Susan Pihl vice president

President, Board of Education

Secretary, Board of Education

Executed by the Superintendent this 13 day of JUNE, 2023

[Signature]

Superintendent