

**Master Contract**  
*Between*  
**Independent School District No. 2172**  
*And*  
**ISD 2172 Facility Management Bargaining Group**  
**October 1, 2026 – June 30, 2028**

This administrative contract is entered into on this 28th day of September, 2026, by the School Board of Independent School District No. 2172, Kenyon – Wanamingo Schools, Minnesota, hereafter referred to as "Board" and the ISD 2172 Facility Management Bargaining Group, hereafter referred to as "Association."

**I. Board and Association**

- A. In accordance with the P.E.L.R.A., the Board hereby recognizes the Association as the exclusive representative of Facilities Managers employed by the District for all purposes, and having all rights and duties, prescribed in the P.E.L.R.A. and as described in this Agreement.
- B. The exclusive representative shall represent all Facilities Managers of the District, as certified by the Bureau of Mediation Services in Case No. 16PCE0322:
- C. The Board agrees that it will not meet and confer or negotiate with any other organization with respect to employees included in the appropriate unit, or individual representative of the negotiating unit, as long as the Association continues to be the duly authorized exclusive representative.
- D. The Association (and its representatives) shall have the right to use school facilities at reasonable hours for meeting purposes and to use school equipment (provided that the Association will reimburse the District for any cost items). That use shall not interfere with the normal use of such facilities or equipment.
- E. The Association recognizes that the District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.
- F. The Association recognizes the right and obligation of the Board to efficiently manage and conduct the operation of the District within its legal limitations and with its primary obligation being to provide educational opportunities for the students of the District.
- G. The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent managerial rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this contract are reserved to the District.

**II. Definitions**

- A. Employee shall mean a member of the Association.

- B. District shall mean Independent School District No. 2172.
- C. Superintendent shall mean the Superintendent of Schools or his/her designated representative.
- D. Duty Days shall mean those days when an Employee is expected to be at work.
- E. Parties shall mean the Board and the Association.
- F. P.E.L.R.A. shall mean the Public Employment Labor Relations Act of 1971, as amended.
- G. Any terms not defined in this agreement shall have those meanings as defined by P.E.L.R.A. of 1971, as amended.

### III. Basic Services

An Employee shall faithfully perform the work prescribed by the District regardless of whether such work is specifically described in this document or in a general job description. In performing the work, the Employee shall abide by the rules, regulations, and policies established by the Board and the Minnesota Department of Education, while following all applicable federal and state laws.

### IV. Strikes and Work Stoppages

In the event of a strike or work stoppage by other employment groups within the District, an Employee shall remain on duty.

### V. Terms of Employment

- A. A typical work year shall be 260 days - 52 weeks, five days per week.
- B. A typical work week shall be 40 hours, but, as a salaried position, it may require more hours at times without consideration of overtime pay.
- C. A typical workday shall be 7:00 a.m. to 3:30 p.m. unless modified by the Superintendent.
- D. Boiler checks, callbacks, and other duties beyond the typical workday shall earn a minimum of one hour of compensatory time.
- E. All compensatory time must be recorded, shared with the Superintendent, and utilized within the respective pay period.
- F. In the event that school is closed for any emergency, the Employee shall report to work as usual.
- G. An Employee shall earn the necessary Minnesota Boiler's License to oversee the District's heating and cooling infrastructure.
- H. If an Employee wishes to voluntarily end employment with the District, a written resignation must be submitted to the Superintendent four weeks in advance of the effective date.

### VI. Conditions of Employment

- A. Regular attendance is expected of the Employee.

- B. In the event an absence is necessary and unavoidable, the Employee shall enter the details in the District's absence system as soon as practical.
- C. An Employee shall not complete tasks considered either personal or outside employment while on duty.
- D. Details of any injury in the workplace must be reported to the Superintendent as soon as practical. If medical attention is necessary, a doctor's release may be required for return to work.

## VII. Leave

All leaves defined below are based upon a 1.0 FTE and are prorated for anything less.

- A. An Employee shall earn 1.25 days of sick leave per month, a total of 15 days per year, and an aggregate maximum of 180 days.
- B. In employment years one thru five, an Employee shall earn 0.83 days of vacation leave on the final day of each month, a total of 10 days per year, and may request payout, if unused, for up to half of the yearly total. The monthly earn rate will increase to reflect an additional five days per year for each employment increment of five years with a maximum of 20 days per year beginning with year 11.
- C. An Employee shall be granted 11 paid holidays to include, New Year's Day, one day of Spring Break, Memorial Day, Juneteenth, July 4<sup>th</sup>, Labor Day, Thanksgiving, Thanksgiving Friday, two days of Winter Break, and New Year's Eve.
- D. An Employee shall be granted bereavement leave as reasonable and necessary with each day deducted from available sick leave.
- E. An Employee shall earn 0.25 days of personal leave on the final day of each month, a total of three days per year, and may request payout, if unused, for up to one day.
- F. An Employee may request an extended leave of absence for extenuating life circumstances. The Superintendent will have sole authority to approve or deny such a request.
- G. An Employee may also access any and all appropriate and applicable state and federal leaves such as Minnesota's Paid Family Medical Leave and the Federal Government's Family and Medical Leave Act.

## VIII. Salary and Benefits

- A. The salary for each Employee shall be negotiated at the time of employment with consideration of experience and qualifications with increases in subsequent years determined by the negotiated total compensation percentage increase.
- B. The District shall contribute a sum not to exceed the premium cost of the single high deductible health plan (\$5,498.64 for the remaining nine months of the current fiscal year) with increases in subsequent years included in the negotiated total compensation percentage increase.
- C. The District shall contribute 50% of the deductible associated with the Employee's health plan (\$1,125 of the \$2,250 for the current fiscal year) with increases in subsequent years included in the negotiated total compensation percentage increase.
- D. The District shall purchase \$50,000 of group term life insurance for the Employee.

- E. The District shall match an Employee's 403b contribution up to \$100 per month.
- F. The District shall pay the fees associated with membership in the Minnesota Educational Facility Management Professionals group.
- G. The District shall pay the fees associated with earning and maintaining the appropriate Minnesota Boiler's License.
- H. The Employee shall utilize payroll deduction to cover the premium associated with participation in the District's Long Term Disability Insurance program.

IX. Severability

The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

X. Duration and Renegotiation of Contract

- A. This Contract shall become effective on October 1, 2026, and shall continue in full force and effect through June 30, 2028, unless the Parties mutually agree to earlier modification.
- B. Any and all prior agreements, resolutions, practices, policies, rules, and regulations inconsistent with the provisions of this Contract are hereby superseded.

IN WITNESS WHEREOF, the Parties have executed this Agreement as follows:

\_\_\_\_\_  
Association Negotiator

\_\_\_\_\_  
Board Negotiator

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Board Clerk

Dated: September 28, 2026