



STRIDE Academy Employment Offer Letter

Dear Angela Lichy:

The STRIDE Academy is pleased to present this offer letter to you. This is an offer of employment to be an at-will employee in the position of Elementary Principal at Stride Academy. Below are the terms and conditions of the employment offer.

This position will begin on July 1, 2022

Position and Duties:

1. The position of Principal is a full-time, 220 duty day position with exempt status under the Fair Labor Standards Act. Regular attendance is an essential function of the job. The job description for the position is enclosed with this letter and identifies additional essential functions of the job. A regular work day will be eight (8.0) hours in length, but you are expected to work the number of hours necessary to perform the job duties and to meet the professional expectations of the job. In light of the exempt status of the position, additional hours worked beyond an eight-hour day will not constitute overtime. Beyond the basic duty day, you are expected, and may be required at the Academy's sole discretion, to attend and participate in meetings and school-sponsored events such as curriculum nights, informational meetings, student conferences, parent conferences, meetings called by the Director, and similar events.
2. The administration has the authority to assign or reassign you at any time to any position for which you are properly licensed by the Minnesota Department of Education or Board of Teaching.
3. The administration shall have the authority to modify your written job description as it sees fit; to oversee and direct your job performance as it sees fit; and to review your performance as it sees fit.

Salary:

You will earn a gross salary of \$112,000.00 for performing duties as the Principal. In accordance with its regular payroll schedule, the Academy will pay you this salary in equal installments twice per month for 12 months, less required withholdings and deductions, beginning July 15, 2022. The obligation to make such payments shall cease immediately in the event that you resign employment or are terminated for any reason.

Performance Pay:

The administration will establish professional development goals with measurable accountability standards and timelines with you. A maximum of \$3,000.00 in performance pay will be paid to you for achievement of these goals. All or part of this allocation will be paid upon achievement of the goals, evaluation by the executive director. All goals must be achieved by June 30, 2023 and will be reviewed by July 15, 2023.



TRA Contributions:

You are eligible for TRA contributions.

Health Insurance:

STRIDE Academy will offer to pay the premium for single base plan coverage under the School's group health insurance plan. You are responsible for the cost of the premium for health insurance for any dependents and for additional premiums if a buy up option is elected.

STRIDE Academy's obligation is to make the premium contribution stated in this paragraph. You agree that no claim may be made against STRIDE Academy for any particular claim that is not covered or paid by insurance. STRIDE Academy is not ensuring or guaranteeing that any particular claim will be paid or covered by insurance. Eligibility and coverage for you and any dependents shall be governed by the terms of the applicable insurance policy.

Dental Insurance:

STRIDE Academy will pay the premium for single plan coverage under a group dental insurance plan selected by the STRIDE Academy. You are responsible for the cost of the premium for dental insurance for any dependents. STRIDE Academy is not ensuring or guaranteeing that any particular claim will be paid or covered by insurance. Eligibility and coverage for you and any dependents shall be governed by the terms of the applicable insurance policy.

Group Term Life, Short Term Disability and Long Term Disability Insurance.

STRIDE Academy will pay the premiums for a group term life insurance policy for you with a death benefit in the amount of \$50,000. Eligibility for you and any beneficiaries for this insurance benefit is governed by the terms of the insurance policy selected by the Academy. In addition, the Academy will provide long and short term disability insurance coverage for you. The Academy's only obligation is to pay the premiums for the insurance policy described in this paragraph, and no claim shall be made against the Academy for any particular claim or benefit not paid by insurance. The Academy is not ensuring or guaranteeing that any particular claim or benefit will be paid or covered by insurance.

Holidays:

You will not be expected to work on the following days: New Year's Eve Day; New Year's Day; Martin Luther King Day; President's Day; April Friday; April Monday; Memorial Day; July 4th; Labor Day; Thanksgiving Day; the day after Thanksgiving; December 24th; and December 25th.



Paid Time Off:

You will earn Paid Time Off (“PTO”) at the rate of 14 hours for each month of work that is completed, up to a maximum of twelve (21) days or 168 hours, unless approved by the executive director. Accrued PTO covers all categories of leave including, but not limited to, personal and sick leave. The Academy’s Director has the right to deny a request for use of PTO if it is determined that the PTO would disrupt the Academy’s operation. Accrued PTO must be used before using unpaid time off. Any absences that are in excess of your accrued PTO will be without pay.

You may elect to carry-over up to five (5) days of PTO that was accumulated but not used during the previous year.

Other Benefits.

You will be reimbursed for membership in the Minnesota Elementary School Principals (MESPA).

Phone Allowance.

The school will reimburse \$60 per month for the purpose of monitoring school matters remotely.

Covenant of Diligence, Good Faith, and Loyalty.

You agree to perform your job duties diligently, in good faith, and to the best of your ability. You agree to be loyal to the Board, Administrators and to the Academy. You shall not, directly or indirectly, engage or participate in any action or conduct that conflicts in any respect with the interests of the Academy, nor shall you engage or participate in any action or conduct that is inconsistent with your duties as a Teacher, the basic educational mission of the Academy, or the desired image of the Academy.

Employment Status and Termination:

You are an at-will Principal, and the administration may terminate your employment at any time, with or without cause, by providing written notice to you. The Academy is not required to show cause for termination of your employment. After the effective date of any termination, you are not entitled to receive any form of unearned salary, severance, payment of any insurance premium, or any other employer-paid benefit.

Resignation:

As an at-will employee, you may terminate employment with the Academy at any time by providing the administration with written notice of resignation no less than fourteen (14) school days in advance of the effective date of the resignation. In the event that such notice is given, you must continue to perform your job duties diligently, in good faith, and to the best of your ability until the effective date of the resignation. You must also act in good faith to facilitate the transfer of job duties to a new Teacher.



Choice of Law and Severability:

This offer shall be governed by the laws of the State of Minnesota, regardless of whether any change occurs in the Teacher’s domicile or status as a resident of Minnesota. If any part of this offer is construed to be in violation of any applicable law, the remaining portions shall remain in full force and effect

Entire Offer:

This offer constitutes the entire offer between the parties relating to the employment of the Principal. No party has relied upon any oral statements or promises that are not set forth in this document. The terms of this offer supersede any and all prior agreements between the parties and any inconsistent provisions in any employee handbooks or policies. The Principal understands and agrees that any handbooks or policies adopted by the Academy do not create an express or implied contract between the Academy and the Principal. No waiver or modification of any provision of this offer is valid unless it is in writing and signed by both parties.

This Employment Offer shall not become effective unless and until it is approved by the Board of Directors of STRIDE Academy and signed by both parties.

Accepted and Agreed to by:

Dated: 5/17/22 Angela Lichy Angela Lichy
Principal, Signature Print Name

Dated: _____
School Board Member, Signature Print Name

Dated: _____
Administration, Signature Print Name