

STRIDE Academy Employment Offer Letter

Dear Victoria Blomme:

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 a Special Education Teacher at Stride Academy. Below are the terms and conditions of the employment offer.

This position will begin on August 1, 2020.

**Position and Duties:**

1. The position of a Special Education Teacher is a .5 FTE, 178 duty day position with non-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 4 (four) 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 Principal’s discretion, to attend and participate in meetings and school sponsored events such as curriculum nights, informal meetings, student conferences, parent conferences, meetings called by the principal, and other 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 $24,045 for performing duties as a Special Education Teacher. In accordance with its regular payroll schedule, STRIDE Academy will pay you this salary in 24 equal installments twice per month 12 months, less required withholdings and deductions, beginning August 15, 2020. The obligation to make such payments shall cease immediately in the event that you resign employment or are terminated for any reason.

**Performance Pay:**

STRIDE participates in the State’s Q-Comp Program. The performance pay is contingent on several factors, including; Academic growth at the classroom level, Standardized Test performance at the school level, participation in Professional Learning Communities and satisfactory performance within the school’s peer coaching rubric. The total amount paid will be based on a combination of success in attaining these established targets. Goals will be reviewed by June 30, 2021.

**TRA Contributions:**

You will be a member of the TRA system. STRIDE Academy and you will each contribute the amount required by the laws governing TRA. STRIDE Academy’s obligation will immediately cease in the event that you resign your employment or are terminated for any reason.

**Holidays:**

You will not be expected to work on the following days: New Year’s Eve Day, New Year’s Day, Good Friday, Memorial Day, 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 4 hours for each month of work that is completed, up to a maximum of twelve (12) days or 48 hours. Accrued PTO covers all categories of leave including, but not limited to, personal and sick leave. STRIDE Academy’s Director has the right to deny a request for PTO if it is determined that the PTO would disrupt STRIDE 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 one (3) three days of PTO that was accumulated but not used during the previous year. Any accrued leave in excess of seventeen days (twelve accrued during the current year and a maximum of five carried-over from a previous year) will be forfeited.

STRIDE Academy will pay you the cash value of your accrued PTO if you resign in good standing. To resign in good standing, you must provide STRIDE Academy with written notice of the resignation at least fourteen (14) school days in advance and must return any of STRIDE Academy’s property that is in your possession. Such property must be returned on or before the effective date of the resignation. If STRIDE Academy discharges you for misconduct during the term of this Agreement, you will not be entitled to receive any compensation for any accumulated days of PTO.

**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 STRIDE Academy. You shall not, directly or indirectly, engage or participate in any action or conduct that conflicts in any respect with the interests of STRIDE Academy, nor shall you engage or participate in any action or conduct that is inconsistent with your duties as a Paraprofessional, the basic educational mission of STRIDE Academy, or the desired image of STRIDE Academy.

**Employment Status and Termination:**

You are an at-will Special Education Teacher and the Administration may terminate your employment at any time, with or without cause, by providing written notice to you. STRIDE 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 STRIDE 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 Special Education Teacher. In the event that you resign and provide less than fourteen school days of advance written notice to STRIDE Academy, you will not be entitled to receive any form of employer-paid benefits.

**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 Teacher. 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 Special Education Teacher understands and agrees that any handbooks or policies adopted by STRIDE Academy do not create an express or implied contract between STRIDE Academy and the Teacher. 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: \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Victoria Blomme, Signature Print Name

Dated: \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 School Board, Signature Print Name

Dated: Aug. 1 2020 Eric Williams\_ Eric Williams

 Administration, Signature Print Name