



"Together We Achieve"

Lakes Country Service Cooperative
1001 E. Mt. Faith
Fergus Falls, MN 56537
Jeremy Kovash, Executive Director

Services Agreement

This "Agreement" is entered into the 1st day of July, 2015 ("Effective Date") between Lakes Country Service Cooperative, a public corporation ("LCSC"), and Pelican Rapids School District, ISD #548 centrally located in Pelican Rapids, Minnesota, ("School").

For good and valuable consideration, the parties agree as follows:

- 1. Service. The School agrees to purchase from LCSC, and LCSC agrees to perform on behalf of the School, the following "Service":

Early Childhood Support Services as follows:

Caring Connections	83 Hours	✓
ECFE Coordinator	375 Hours	✓
ECFE Parent Educator	430 Hours	✓
School Readiness Educator	1,090 Hours	
ECFE Educator	430 Hours	✓
ECFE Program Assistant	55 Hours	✓
United Way Home Visitor	92 Hours	✓

- 2. Responsibilities of Parties:

Lakes Country and Member understand and agree that although Employee is employed by Lakes Country, both Lakes Country and Member have the following rights and responsibilities with respect to Employee.

- A. Substitutes. If Employee is absent and Member needs a substitute to cover Employee's assignment, Member may, at Member's cost, hire a substitute.
- B. Unemployment. If Employee separates from employment, Lakes Country shall be considered Employee's employer for unemployment insurance purposes.
- C. Supervision. Employee shall be under Member's direct day-to-day supervision. Lakes Country shall evaluate Employee's work performance and provide Employee's evaluations and performance reviews, which will include feedback from Member. Lakes Country shall retain the sole discretion to make all personnel decisions regarding employee, including the discretion to assign, discharge, or discipline Employee.
- D. Assignment. Lakes Country reserves the right to replace or substitute an appropriately licensed employee in place of Employee named in this contract at its discretion.
- E. Accommodations. Member and Lakes Country agree to share equally in the responsibility to provide any legally-required reasonable accommodations for Employee. To that end, Member and Lakes Country agree that if either of them know or have reason to know that Employee may need reasonable accommodations, they will promptly notify the other of the need, and together with Employee they will engage in any interactive process that may be needed to reasonably accommodate Employee.