

**ADMINISTRATOR'S EMPLOYMENT CONTRACT**

11-Month Employee, 213 Work Days

**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **APRIL JORDAN** hereinafter referred to as the "Administrator".

**A. EMPLOYMENT AND COMPENSATION****1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One hundred thirty thousand dollars (\$130,000). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

**2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of her required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on her behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

**B. CONDITIONS OF EMPLOYMENT****1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying her to act as an Administrator in the School District.

**2. Employment Representations.**

The Administrator represents that she is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, she waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

4. **Medical/Physical Examination.**

As a required condition of employment for new employees, and prior to commencing duties under this contract, the Administrator at his/her own expense shall submit to a physical examination by a physician licensed in Illinois to practice medicine and surgery in all its branches, and shall provide the Board with evidence of physical fitness to perform duties assigned and freedom from communicable disease, including tuberculosis.

5. **Criminal Background Investigation.**

As a required condition of employment for new employees, the Administrator shall authorize a criminal background investigation by the Board and State Sex Offender Database check pursuant to Section 10-21.9 of the *Illinois School Code*, a DCFS Child Abuse Registry background investigation, and any other background investigation required by law. If the investigation(s) disclose information which would prohibit or call into question the Administrator's fitness for duty, the Board may, in its sole discretion, terminate this contract upon written notice.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators hired after July 1, 2010, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework in which the Administrator is enrolls as follows: Reimbursement shall not exceed 50% per credit hour for State College or University and 30% for Private College or University for the courses needed to complete the aforementioned program or coursework, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by her request within twelve (12) months or less following completion

of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by her request before completing a doctoral program, she must repay 50% of total tuition reimbursement.

**5. Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

**D. POWERS DUTIES, AND GOALS**

**1. Responsibilities and Duties.**

The Administrator, as directed in her job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.**

The Administrator shall devote her entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the

functioning of the School District by any lengthy or conspicuous absence for such professional activities.

**3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

1. **Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

2. **Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew her employment in accordance with any applicable requirements of *The School Code*.

3. **Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

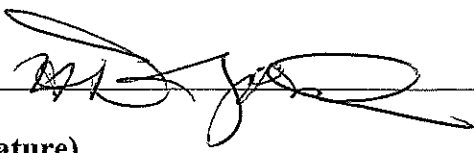
Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

F. **NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**APRIL JORDAN**  
Principal

  
\_\_\_\_\_  
(signature)

**BOARD OF EDUCATION  
WINNETKA DISTRICT NO.36  
COOK COUNTY, ILLINOIS**

By:   
\_\_\_\_\_  
President

**ATTEST:**

  
\_\_\_\_\_  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

*Pingitore*

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

12-Month Employee  
**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **SUSAN PINGITORE** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2011, and terminating on June 30, 2014, at an annual salary of One hundred fifty-six thousand, three hundred (\$156,300). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

In addition to the annual salary stated in paragraph A.1 of this contract, the Board shall pay on behalf of the Administrator her required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on her behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying her to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that she is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, s/he waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Vacation.**

The Administrator shall be entitled to a paid vacation of twenty (20) working days annually. Vacation time shall be mutually agreed upon by the Superintendent and the Administrator. Unused vacation time may accumulate to a maximum of twenty (20) working days. The Administrator shall also be entitled to all legal school holidays. Winter, Spring, and Summer recess periods shall constitute working days unless specifically scheduled and credited toward the vacation days listed above.

4. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

5. **Tuition Reimbursement.**

The Administrators hired after July 1, 2010, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework in which the Administrator is enrolls as follows: Reimbursement shall not exceed 50% per credit hour for State College or University and 30% for Private College or University for the courses needed to complete the aforementioned program or coursework, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by her request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by her request before completing a doctoral program, she must repay 50% of total tuition reimbursement.



6. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

7. **Automobile Allowance.**

The Board shall provide the Administrator a monthly automobile allowance of two hundred dollars (\$200) for professional use.

**D. POWERS DUTIES, AND GOALS**

1. **Responsibilities and Duties.**

The Administrator, as directed in her job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

2. **Extent of Service.**

The Administrator shall devote her entire time, attention, and energy to the business of the School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The

Administrator may not jeopardize the functioning of the School District by any lengthy and conspicuous absence for such professional activities.

**3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To increase the academic performance of the District, as measured by an overall increase in student performance indicators, in aggregate, based on targets to be established and written in the Superintendent-Administrator Goal-Setting Conference which comprises 30% of the annual summative evaluation rating.
- Goal 3. Successful attainment of 90% of the Annual School Board Goals and/or Cabinet Goals that may be attributable to this Administrator, which accounts for 20% of the annual summative evaluation rating.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew her employment in accordance with any applicable requirements of *The School Code*.

3. **Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or

f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.

3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**SUSAN PINGITORE**

~~Assistant Superintendent~~ CFO *MSC*

*Susan Pingitore*  
(signature)

**BOARD OF EDUCATION  
WINNETKA DISTRICT NO.36  
COOK COUNTY, ILLINOIS**

By: *[Signature]*  
President

ATTEST:

*[Signature]*  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

11-Month Employee, 213 Work Days

**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **DANIEL RYAN** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One hundred twenty-five thousand, forty dollars (\$125,040). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of his required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on his behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying him to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that he is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, he waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators hired after July 1, 2010, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework in which the Administrator is enrolls as follows: Reimbursement shall not exceed 50% per credit hour for State College or University and 30% for Private College or University for the courses needed to complete the aforementioned program or coursework, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by his request before completing a doctoral program, he must repay 50% of total tuition reimbursement.

5. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

#### **D. POWERS DUTIES, AND GOALS**

##### **1. Responsibilities and Duties.**

The Administrator, as directed in his job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

##### **2. Extent of Service.**

The Administrator shall devote his entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

##### **3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an

evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew his employment in accordance with any applicable requirements of *The School Code*.

**3. Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.



4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements,

and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.


IN WITNESS WHEREOF, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**DANIEL RYAN**  
Principal

  
(signature)

**BOARD OF EDUCATION**  
**WINNETKA DISTRICT NO.36**  
**COOK COUNTY, ILLINOIS**

By:   
President

ATTEST:  
  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

12-Month Employee  
**2013 - 2014**

**AGREEMENT** made this 7<sup>th</sup> day of May, 2013, between the SCHOOL BOARD OF THE WINNETKA PUBLIC SCHOOLS DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **MARK DITTHARDT** hereinafter referred to as the "Administrator."

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for one year, commencing on July 1, 2013, and terminating on June 30, 2014, at an annual salary of One hundred sixty-eight thousand, two hundred twenty-two dollars and twenty-two cents (\$168,222.22). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of his required contributions to the State of Illinois Teachers' Retirement System.

In addition to the annual salary stated in paragraph A.1 of this contract, the Board shall pay on behalf of the Administrator his required contributions to the State of Illinois Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on his behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund.

Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge, and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying him to act as an Administrator in the School District.

2. **Employment Representations.**

The Administrator represents that he is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Vacation.**

The Administrator shall be entitled to a paid vacation of twenty (20) working days annually. Vacation time shall be mutually agreed upon by the Superintendent and the Administrator. Unused vacation time may accumulate to a maximum of twenty (20) working days. The Administrator shall also be entitled to all legal school holidays. Winter, Spring, and Summer recess periods shall constitute working days unless specifically scheduled and credited toward the vacation days listed above.

4. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

5. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve

(12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by his request before completing a doctoral program, he must repay 50% of total tuition reimbursement.

**6. Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post-retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post-retirement insurance stipend of \$1,500.00 per year paid directly to TRS for THIS until eligible for Medicare.

**D. POWERS, DUTIES, AND GOALS**

**1. Responsibilities and Duties.**

The Administrator, as directed in his job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation, and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.**

The Administrator shall devote his entire time, attention, and energy to the business of the School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to

another district or educational agency for a short-term duration without loss of salary; lecture, and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

**3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 60% of the annual summative evaluation rating.
- Goal 2. To increase the academic performance of the District, as measured by an overall increase in student performance indicators, in aggregate, based on targets to be established and written in the Superintendent-Administrator Goal-Setting Conference which comprises 30% of the annual summative evaluation rating.
- Goal 3. Successful attainment of 90% of the Annual School Board Goals and/or Cabinet Goals that may be attributable to this Administrator, which accounts for 10% of the annual summative evaluation rating.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator

shall receive notice of intent not to renew employment in accordance with any applicable requirements of *The School Code*.

3. **Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

F. **NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

IN WITNESS WHEREOF, the parties have executed this Agreement this 7th day of May, 2013, upon formal approval by the Board at a duly convened meeting held this same date.

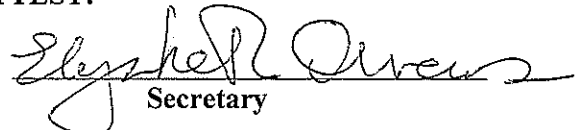
**MARK DITTHARDT**  
Director, Pupil Services

(signature)

**BOARD OF EDUCATION**  
**WINNETKA DISTRICT NO.36**  
**COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
President

ATTEST:

  
Secretary





1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

12-Month Employee

**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **MATT FULLER** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.**

- 2.** The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One hundred forty-eight thousand, twenty dollars and eighty cents (\$148,020.80). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

**3. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of his required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on his behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

**1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying him to act as an Administrator in the School District.

**2. Employment Representations.**

The Administrator represents that he is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, he waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Vacation.**

The Administrator shall be entitled to a paid vacation of twenty (20) working days annually. Vacation time shall be mutually agreed upon by the Superintendent and the Administrator. Unused vacation time may accumulate to a maximum of twenty (20) working days. The Administrator shall also be entitled to all legal school holidays. Winter, Spring, and Summer recess periods shall constitute working days unless specifically scheduled and credited toward the vacation days listed above.

4. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

5. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a

doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by his request before completing a doctoral program, he must repay 50% of total tuition reimbursement.

**6. Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

**D. POWERS DUTIES, AND GOALS**

**1. Responsibilities and Duties.**

The Administrator, as directed in his job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.**

The Administrator shall devote his/her entire time, attention, and energy to the business of the School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of

salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

3. **Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To increase the academic performance of the District, as measured by an overall increase in student performance indicators, in aggregate, based on targets to be established and written in the Superintendent-Administrator Goal-Setting Conference which comprises 30% of the annual summative evaluation rating.
- Goal 3. Successful attainment of 90% of the Annual School Board Goals and/or Cabinet Goals that may be attributable to this Administrator, which accounts for 20% of the annual summative evaluation rating.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

1. **Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

2. **Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew employment in accordance with any applicable requirements of *The School Code*.

3. **Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or

f. **Cause.**

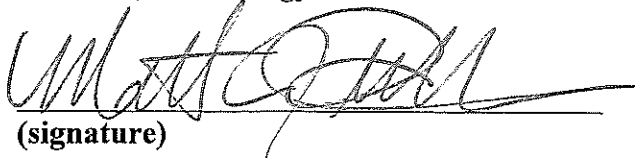
Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**MATT FULLER**  
**Director, Technology Services**

  
(signature)

**BOARD OF EDUCATION**  
**WINNETKA DISTRICT NO.36**  
**COOK COUNTY, ILLINOIS**

By:   
President

**ATTEST:**

  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

10-Month Employee, 200 Work Days

**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **SUSAN HUGEBECK** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One Hundred Forty-Three Thousand, Nine Hundred Twenty-Eight Dollars and Fifty-Nine Cents (\$143,928.59). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of her required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on her behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying her to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that she is not under contract with any other school district for any portion of the term covered by this contract. The Administrator

represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, she waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by her request before completing a doctoral program, she must repay 50% of total tuition reimbursement.

5. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:



- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

#### **D. POWERS DUTIES, AND GOALS**

##### **1. Responsibilities and Duties.**

The Administrator, as directed in her job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

##### **2. Extent of Service.**

The Administrator shall devote her entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

##### **3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an

evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

#### **E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew her employment in accordance with any applicable requirements of *The School Code*.

**3. Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements,

and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**SUSAN HUGEBECK**  
Principal

  
(signature)

**BOARD OF EDUCATION  
WINNETKA DISTRICT NO.36  
COOK COUNTY, ILLINOIS**

By: 

President

ATTEST:

  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

11-Month Employee

**2012-2014**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **STEPHEN SCHACHERER** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2014, at an annual salary of One hundred thirty-three thousand, eight hundred nine dollars and sixty cents (\$133,809.60). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of his required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on his behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying him to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that he is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, he waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by his request before completing a doctoral program, he must repay 50% of total tuition reimbursement.

5. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

Administrators, commencing employment with District 36 before July 1, 2011, and who are within five years of retirement, and have submitted a formal letter of intent to retire shall receive:

- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

#### **D. POWERS DUTIES, AND GOALS**

##### **1. Responsibilities and Duties.**

The Administrator, as directed in his job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

##### **2. Extent of Service.**

The Administrator shall devote his entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

##### **3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew his employment in accordance with any applicable requirements of *The School Code*.

**3. Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

**4. Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of



this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

**5. Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

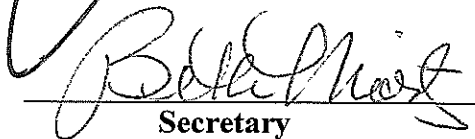
IN WITNESS WHEREOF, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**STEPHEN SCHACHERER**  
Assistant Principal

  
\_\_\_\_\_  
(signature)

**BOARD OF EDUCATION  
WINNETKA DISTRICT NO.36  
COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
President

ATTEST: \_\_\_\_\_  
Secretary



1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

10-Month Employee, 200 Work Days  
**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **JULIE PFEFFER** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One Hundred Forty-Eight Thousand, Six Hundred Thirteen Dollars and Thirty-Two Cents (\$148,613.32). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of her required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on her behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying her to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that she is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, she waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by her request before completing a doctoral program, she must repay 50% of total tuition reimbursement.

5. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

#### **D. POWERS DUTIES, AND GOALS**

1. **Responsibilities and Duties.**

The Administrator, as directed in her job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

2. **Extent of Service.**

The Administrator shall devote her entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

3. **Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination

in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew her employment in accordance with any applicable requirements of *The School Code*.

**3. Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

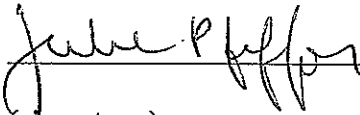
1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements,

and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**JULIE PFEFFER**  
Principal


  
(signature)

**BOARD OF EDUCATION  
WINNETKA DISTRICT NO.36  
COOK COUNTY, ILLINOIS**

By: 

President

**ATTEST:**

  
Secretary





1235 Oak Street • Winnetka, IL 60093  
phone 847-446-9400 • fax 847-446-9408  
[www.winnetka36.org](http://www.winnetka36.org)

## **ADMINISTRATOR'S EMPLOYMENT CONTRACT**

11-Month Employee, 213 Work Days  
**2012-2015**

**AGREEMENT** made this 12<sup>th</sup> day of June, 2012, between the BOARD OF EDUCATION OF WINNETKA DISTRICT #36, COOK COUNTY, ILLINOIS, hereinafter referred to as the "Board," and **CATHY ROSEN** hereinafter referred to as the "Administrator".

### **A. EMPLOYMENT AND COMPENSATION**

#### **1. Salary and Term of Employment.**

The Board hereby employs the Administrator for three year(s), commencing on July 1, 2012, and terminating on June 30, 2015, at an annual salary of One hundred fifty-two thousand, four hundred two dollars and ninety-two cents (\$152,402.92). The Administrator hereby accepts employment upon the terms and conditions hereinafter set forth. The Board may increase the Administrative salary without the need of a new contract during the term of this contract.

#### **2. Teacher's Retirement System and Health Insurance Security Fund.**

From the annual salary stated in paragraph A.1 of this contract withholding shall be made for payment by the Board on behalf of the Administrator of her required contributions to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. The Administrator shall not have any right or claim to said amounts contributed by the Board on her behalf, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Administrator did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Administrator's future services, knowledge and experience.

### **B. CONDITIONS OF EMPLOYMENT**

#### **1. Certificate.**

During the term of this contract, the Administrator shall hold a valid and properly registered certificate issued by the State of Illinois Teachers' Certification Board qualifying her to act as an Administrator in the School District.

#### **2. Employment Representations.**

The Administrator represents that she is not under contract with any other school district for any portion of the term covered by this contract. The Administrator represents that all information provided to the District in the process of application for employment was true and complete.

3. **Waiver of Tenure.**

The Administrator acknowledges that, pursuant to Section 10-23.8 of the *Illinois School Code*, she waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

C. **BENEFITS**

1. **Insurance Benefits.**

The Administrator will receive a cash stipend in the amount twenty-eight thousand, six hundred ninety-one dollars (\$28,691), which may be used to purchase insurance benefits.

2. **Sick Leave.**

The Administrator shall be granted sick leave, as defined in Section 24-6 of *The School Code*, of fifteen (15) working days per year, which may be accumulated without limitation.

3. **Personal Days.**

The Administrator shall be granted three (3) personal days with full pay annually. May accumulate up to five (5) personal days, beyond that, unused personal days shall accumulate as sick leave.

4. **Tuition Reimbursement.**

The Administrators, with approval of the Superintendent, shall be entitled to receive tuition reimbursement from the Board toward completion of an approved and accredited doctoral program or related coursework. Administrators hired prior to July 1, 2010, will be entitled to 100% tuition reimbursement, and shall be reimbursed upon submission of proof of having successfully completed each course. If the Administrator leaves the employment of the Board by his request within twelve (12) months or less following completion of the program, 100% of the reimbursement must be repaid. If the Administrator leaves more than twelve (12) months, but not less than twenty-four (24) months after completion of a doctoral program, 66% of those reimbursements must be repaid. If the Administrator leaves the district by her request before completing a doctoral program, she must repay 50% of total tuition reimbursement.

5. **Retirement.**

Commencing in the 2011-12 school year, the District will pay an annual non-TRS creditable contribution to a defined benefit plan, 457 or similar, of \$3,000.00 each year until retirement. Said plan will be managed by a third party designated by the Superintendent. As long as the Administrator is employed by District 36, it may not be redeemed prior to retirement, except upon separation from District service.

After ten years of service in District 36, and at time of retirement as an Administrator, said Administrator will also receive:

- a. Board paid individual as well as required Board contribution to the Teachers' Retirement System on behalf of the Administrator, if retiring under ERO.
- b. Post retirement payment of \$1,000.00 per year of administrative service, non-creditable to the Teachers' Retirement System based on starting date in District 36.
- c. Post retirement insurance stipend of \$1,500.00 per year until eligible for Medicare.

#### **D. POWERS DUTIES, AND GOALS**

##### **1. Responsibilities and Duties.**

The Administrator, as directed in her job description, shall assist the Superintendent in the administrative operation and management of the School District. The Administrator shall also assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and in accordance with the laws of the State of Illinois and the policies, rules and regulations of the Board, for the planning, operation and evaluation of the educational program of the District.

The Administrator shall be responsible for, and deemed to have knowledge of, all of the policies, rules and regulations established by the Board and shall comply with their requirements.

##### **2. Extent of Service.**

The Administrator shall devote her entire time, attention, and energy to the business of the School District and related professional activities. School District and related professional activities. With the permission of the Superintendent, the Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture; and engage in writing activities and speaking engagements. The Administrator may not jeopardize the functioning of the School District by any lengthy or conspicuous absence for such professional activities.

##### **3. Performance Goals and Indicators.**

In accordance with the requirements of Section 10-23.8a of the *School Code*, the Parties agree that the Administrator's performance goals and indicators for improving student performance shall be used by the Board to measure the Administrator's performance and effectiveness.

The Superintendent shall determine whether the Administrator has met the performance goals referenced above by using criteria and indicators described in the goals themselves, as well as the Superintendent's own judgment, as to whether the Administrator has exhibited the leadership, guidance, and effort needed to achieve the goals. The Superintendent shall make this determination after an evaluation of the Administrator. The Superintendent shall issue his determination

in writing and present it to the Administrator during the annual evaluation required by law.

- Goal 1. To earn a designation of "Proficient" or better on the Illinois Performance Standards for School Leaders, which comprises 50% of the annual summative evaluation rating.
- Goal 2. To earn a designation of "Proficient" or better on the Academic Assessments Portion of the Rating of Student Growth, which comprises 30% of the annual summative rating. This entails an increase in the academic performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 3. To earn a designation of "Proficient" or better on the "Other Outcomes" Portion of the Rating of Student Growth, which comprises 20% of the annual summative evaluation rating. This entails an increase in the performance of the students over which the Administrator has supervisory authority, as measured by an overall increase in aggregate student growth indicators, based on targets to be established and written during the Superintendent-Administrator Goal-Setting Conference.
- Goal 4. To earn a rating of "Proficient" or better on any academic or other professional development goal(s) identified collaboratively by the Superintendent and Administrator. Criteria will be co-determined as part of the Superintendent-Administrator Goal-Setting Conference.

**E. RENEWAL, EXTENSION, AMENDMENT AND TERMINATION OF CONTRACT**

**1. Renewal.**

At the end of this contract, the Board and Administrator may mutually agree to extend the employment of the Administrator. In such event, the Board shall take specific action to enter into a new contract of employment with the Administrator.

**2. Non-Renewal.**

In the event the Board determines not to extend the employment of the Administrator, this contract shall expire on June 30, 2014. The Administrator shall receive notice of intent not to renew her employment in accordance with any applicable requirements of *The School Code*.

**3. Extension.**

Prior to the end of any year of the contract, the Board and Administrator may mutually agree to extend the employment of the Administrator for a single or multi-year period, not to exceed the maximum permitted by law, and provided that the performance goals and indicators set forth in this contract have been met. In such event the Board shall take specific action to discontinue this contract and enter into a new single or multi-year contract.

4. **Amendment.**

Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Administrator or as an extension of the termination date of this contract.

5. **Grounds for Termination.**

This employment contract may be terminated at any time during its term by:

- a. Receipt of an annual summative evaluation rating of "Needs Improvement" or "Unsatisfactory;"
- b. Mutual agreement;
- c. Permanent disability (inability to perform essential job functions with or without accommodation);
- d. Death;
- e. Other specified reason; or
- f. **Cause.**

Discharge for cause during the term of this contract shall be for any conduct, act, or failure to act by the Administrator, which, in the discretion of the Board, is deemed detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Administrator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Administrator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

**F. NOTICE / MISCELLANEOUS**

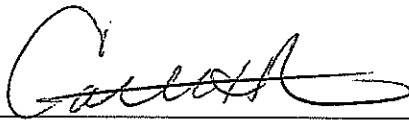
1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Administrator or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements,

and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.
7. The Board retains the right to repeal, change or modify any policies or regulation which it has adopted or may hereafter adopt, subject however to restrictions contained in the School Code and other applicable law.
8. Both parties have had the opportunity to seek the advice of counsel.

IN WITNESS WHEREOF, the parties have executed this Agreement this 12th day of June, 2012, upon formal approval by the Board at a duly convened meeting held this same date.

**CATHY ROSEN**  
Principal



(signature)

**BOARD OF EDUCATION**  
**WINNETKA DISTRICT NO.36**  
**COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_

  
President

ATTEST: \_\_\_\_\_

  
Secretary