

# AVOCA SCHOOL DISTRICT No. 37

ESTABLISHED 1870

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To: Dr. Jauch  
From: Beth Dever *BD*  
Re: Athletic Director Stipend

During the 2015 summer AEA teacher negotiations, the Avoca Board of Education agreed to revisit the stipend schedule during FY 2016 to reassess hours and job responsibilities of stipends. This process was completed and the board approved recommendations made by the stipend committee in the fall of 2016. The one remaining stipend that we agreed to revisit for next year is an Athletic Director Stipend.

Currently, Chad Henley and Kathy Mazur split the scheduling stipends of \$3,179 for our athletic teams that include basketball, volleyball, soccer and cross country. In addition to scheduling there are many other duties that are being done primarily by Chad. With Kathy's retirement at the end of this school year, we feel like it's the right time to recommend replacing our current sports scheduling stipends with an Athletic Director Stipend.

I have attached a spreadsheet that shows how Avoca compares to other township schools for both the rate of pay and job duties. It is the administration's recommendation to set the Athletic Director Stipend at 170 hours at the hourly leadership rate of \$29.84 beginning with FY 18. This is the equivalent of \$5,073 for FY 18 and in the middle of the township in terms of rate of pay.

Please let me know if you have any questions.

Thanks

SCHOOL	STIPEND	DUTIES (PLEASE LIST)
Glencoe/Central	\$3,161	Scheduling games/contests, practices, buses and officials, working with assigner Academic Monitoring and Eligibility Parent Communication Running Tournaments Scheduling and training crowd control, scoreboard and scorebook workers Ordering uniforms, equipment, spirit wear Communication with park district Communication with outside athletic programs and high school Working with PTO on PTO sponsored events Working with and training new coaches Reporting scores
Wilmette Jr High	\$5,408	Schedule games, coordinate practice schedules with 3 different schools, charter all our buses for away games, hire coaches, assign officials for all sports, hire scorers, supervisors, and timers for necessary events, inventory uniforms, purchase new uniforms, coordinate practices and space with the Park District, collect fee's, check eligibility of athletes, attend IESA meetings for our 5th - 8th grade teams, host 3 parents meetings, Host tournaments for wrestling, basketball, and volleyball, work with 15 AD's and 2 conferences, Oversee 9 sports, 32 teams, and over 600 athletes.
Sunset Ridge	0	No Athletic Director
Winnetka/ Washburne	\$4,047	Scheduling practices (8 teams during bball)/games/contests, buses and working with officials assigner to get refs for Academic Monitoring and Eligibility, as needed Parent Communication Running Tournaments Scheduling and training crowd control, scoreboard and scorebook workers Ordering uniforms and equipment Communication with park district Working with and training new coaches Reporting scores Assisting in hiring of coaches with building principal Organizing gym set up with custodial staff Collecting Uniforms after season ends Coordinating spirit wear (team t-shirts) Hosting Parent meetings prior to season
Kenilworth/Sears	\$5,200	Scheduling, payments, billing, collecting of fees, concussion testing hosting athletic banquets, Try-Outs, updating website, booster club, keeping track of funds.

		hosting parent meetings prior to season and parent communication organizing gym set up with and clean up with custodial staff organizing game support for home games setting up officials for all sports, and assigning payments Hiring Coaches, for all Sports Fall Sports: Girls Volleyball, Field Hockey, Cross Country, Boys Soccer Winter Sports: Boys Basketball, Girls Basketball, Boys Volleyball Spring Sports: Track & Field, Girls Soccer ordering uniforms and equipment Organizing Tournaments	
Avoca/MM	<p><b>Currently</b>          \$3,179 split between          MM PE Teachers</p> <p><b>Proposed</b>          FY18 = 170 hrs@29.84=\$5,073          FY19 = 170 hrs@30.44=\$5,175          FY20 = 170 hrs@31.05=\$5,279</p>	<p><b>Boys V &amp; JV BB, Girls V &amp; JV BB, Boys V &amp; JV VB, Girls V &amp; JV VB, V &amp; JV Soc, V &amp; JV CC</b></p> Scheduling practices /games/contests, buses and working with officials assigner to get refs for games Scheduling non-conference matches Coordinating athletic eligibiltyfor try outs( athletic permit and physical forms)-with students,school nurse and parent coaches, Athletic directors and Parent Communication Planning, organizing and running conference Tournaments Scheduling and training scoreboard and scorebook workers Ordering uniforms,equipment and awards Communication with park district Working with and training new coaches Reporting scores Helping Principal find coaches for season Organizing gym set up with custodial staff for before and after games Prepare forms for Bus Proposal, Room Usage and Official Payments Entering matches on JV and Varsity results sheets to confirm matches Keeping P.E. website updated and current Scheduling make-up games due to rain bad weather performances in gym Creating practice and game schedules and putting them on the calendar Making schedule changes due to teams not having two teams. Cancelling refs Train coaches/supervisors on general rules(supervision) & safety/emergency training -fire, tornado, lockdown Concussion and AED training and information	