

# AVOCA SCHOOL DISTRICT No. 37

ESTABLISHED 1870

2921 Illinois Road  
Wilmette, IL 60091  
www.avoca37.org  
847•251•3587  
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Kevin Jauch, Ed.D.  
Superintendent

March 22, 2017

**TO:** Board of Education  
**FROM:** Kevin Jauch, Ed.D.  
Superintendent  
**RE:** Administrative Staffing 2017-2018  
**CC:** Beth Dever

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In the Avoca School District, administrators other than the Superintendent are offered one-year contracts for each of the first two years of service to the district. After successful completion of two years of service, those administrators are typically offered two-year contracts. If an administrator successfully completes multiple two-year contracts, the district may offer that administrator a three-year contract.

I will be recommending that Terry Sofianos be offered a second one-year contract to serve the Avoca School District for the 2017-2018 school year in the capacity of Director of Pupil Services.

I will be recommending that the Board of Education offer Chief School Business Official, Beth Dever, another three-year contract similar to the current three-year contract that is concluding at the end of this current fiscal year.

The two Principals, Mrs. Hutchison and Mr. Palcer, are both completing the first year of a two-year contract.

As the Curriculum and Instructional Coordinator was a new administrative position for Avoca this year, I looked at ways to address the needs outlined in our current strategic plan that were economically sound and would not overwhelm teaching staff. A 100-day contract was approved by the BOE and much growth has been realized in the areas of curriculum, instruction, assessment and professional development this year.

The mathematics component of the strategic plan has been more challenging than was expected when the strategic action plan was developed last summer. Year two of the strategic action plan includes the implementation of the new elementary math curriculum, a focus on cross-cutting concepts and scientific practices to align our efforts to the Next Generation Science Standards and the identification and alignment of the essential standards for ELA, which include: reading, writing, speaking/listening and language. 2017-2018 is an assertive year two of the strategic action plan as it relates to curriculum, instruction, assessment and professional development, as it also includes work started on social studies alignment to the C3 framework at the middle school and alignment of the allied arts curriculums.

*"The Mission of the Avoca School District  
is to maximize the unique potential  
of each child we serve."*

**Avoca West School**  
235 Beech Drive Glenview, IL 60025  
847•724•6800

**Marie Murphy School**  
2921 Illinois Road Wilmette, IL 60091  
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If the Board of Education chooses to continue with a 100-day contract for the Curriculum and Instruction Coordinator, I recommend revisiting the expectations for year two of the strategic action plan. If the Board of Education would like to maintain the action plan as drafted, then I recommend increasing the Curriculum and Instruction Coordinator position from 100 to 210 days. In addition to having the Curriculum and Instruction Coordinator present on all of the same days that teachers are, two more weeks would be included in June to facilitate teachers' summer professional hours and organize the work accomplished in this domain over the course of this school year. One more week would also be added in August for planning of the beginning of the school year institute days, new staff orientation and teachers' summer professional hours.

The increase in days would make the Curriculum and Instruction Coordinator a full time employee and would include an increase in salary and benefits to reflect that. The increase in salary and benefits would be approximately \$75,000 more than the total salary and benefit package currently being paid.

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