



**CURRICULUM & INSTRUCTION COORDINATOR'S
EMPLOYMENT AGREEMENT**

AGREEMENT made this ## day of June 2017 between the **BOARD OF EDUCATION OF AVOCA SCHOOL DISTRICT NO. 37**, Cook County, Illinois, hereinafter referred to as the "Board," and **Jennette Winters**, hereinafter referred to as the "Coordinator."

W I T N E S S E T H:

A. Employment and Compensation

1. The Board hereby employs the Coordinator for Two Hundred Ten days (1.0 full-time equivalent), to be worked between August 14, 2017, and terminating on June 22, 2018.
2. The Board shall pay to the Coordinator an annual salary during the term of this Agreement of One Hundred Seventeen Thousand Eight Hundred Ten Dollars (\$117,810.00) in equal installments in accordance with the rules of the Board governing payments of other administrative staff members in the District.
3. The annual salary stated in paragraph A.2 of this Agreement includes a contribution by the Board on behalf of the Coordinator to the State of Illinois Teachers' Retirement System in lieu of and in satisfaction of the Coordinator's required contribution to the Teachers' Retirement System, including the required contribution for Teacher Retirees = Health Insurance (THIS). The Coordinator does not have any right or claim to this amount contributed by the Board on her behalf except as it may become available at the time of retirement or resignation from the Teachers' Retirement System.
4. Any salary or other adjustment or modification made during the term of this Agreement 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 Agreement with the Coordinator, or as an extension of the termination date of this contract.
5. During the term of this contract, the Coordinator shall hold a valid and properly registered license issued by the Illinois State Board of Education qualifying her to act as an Administrator of the School District.

B. Duties

1. The Coordinator shall assume administrative responsibilities and instructional leadership, under the supervision and direction of the Superintendent and in accordance with the Coordinator's job description, *The School Code*, and applicable policies and rules of the Board, for the planning, operation and evaluation of the educational program of the District.
2. The Coordinator shall submit reports and recommendations, as requested, to the Superintendent and shall keep such other registers and records and make such other reports as may be directed by the Superintendent and the Board or required by law.
3. The Coordinator agrees to devote her best efforts to the educational program of the School District.

C. Benefits

1. Insurance

The Board will provide the Coordinator with the following insurance benefits:

- Family health and dental insurance, or, alternatively, Board paid family dental insurance and a family health insurance cash option, and
- Term life insurance in the amount of Fifty Thousand Dollars (\$50,000).

3. Sick Leave

The Coordinator shall be granted fourteen (14) sick leave days, as defined in Section 5/24-6 of the *Illinois School Code*. Unused sick leave days may be accumulated to a maximum of three hundred sixty (360) days.

4. Personal Leave

The Coordinator shall be granted three (3) personal days each contract year. Any unused personal days will accrue as sick leave.

5. Other Benefits



The Board will provide tuition reimbursement to the Coordinator for all graduate level coursework taken per fiscal year to the maximum dollar amount of \$2,500. Tuition will be paid upon successful completion of any pre-approved graduate course.

D. Evaluation

The Superintendent shall annually review and assess the Coordinator's performance and shall provide a copy of the written summative evaluation to the Coordinator.

E. Reclassification and Termination

1. Reclassification of the Coordinator shall be in accordance with the requirements of Section 5/10-23.8b of *The School Code*.
2. The Coordinator agrees to provide sixty (60) calendar days notice to the Board of an intent to resign from the District.
3. This Agreement may be terminated by:
 - a. Mutual agreement;
 - b. Permanent disability;
 - c. Discharge for cause; or
 - d. Death.
4. The Board may terminate this Agreement for reasons of permanent disability or incapacity at any time after the Coordinator has exhausted her sick leave and has been absent from her employment for a continuous period of three (3) months, or submits to the Board upon request a physician's statement certifying that she is permanently disabled or incapacitated. All obligations of the Board shall cease upon written notice of termination for permanent disability or incapacity, provided that the Coordinator shall be entitled to a hearing before the Board if she so requests.

5. Discharge for cause shall be for any conduct, act, or failure to act by the Coordinator, which is detrimental to the best interests of the School District. Failure to comply with the terms and conditions of this Agreement shall also be sufficient cause for purposes of discharge. Reasons for discharge for cause shall be given in writing to the Coordinator, who shall be entitled to notice and a hearing before the Board to discuss such causes. The Board hearing shall be conducted in closed session.

F. Notice

All notices under this Agreement shall be deemed sufficient if given in writing and served upon the Coordinator and the Superintendent or the President of the Board personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the party in writing to the Superintendent.

G. Applicable Law

This Agreement shall be interpreted in accordance with the laws of the State of Illinois.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year first above written.

**CURRICULUM & INSTRUCTION
COORDINATOR**

**BOARD OF EDUCATION
AVOCA SCHOOL DISTRICT NO. 37
COOK COUNTY, ILLINOIS**

JENNETTE S. WINTERS

**BOARD OF EDUCATION PRESIDENT
RICK ZELINSKY**

ATTEST:

**BOARD OF EDUCATION SECRETARY
KEVIN JAUCH**