



Business Meeting  
Tuesday, April 18, 2023 7:00 PM

Diamond Lake School Sparkle Center  
25807 Diamond Lake Road  
Mundelein, IL 60060

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Public Comments (Agenda Items Only)
- IV. Presentations
  - IV.A. Diamond Award(s):
    - Julie Pecoraro
    - Sharon Tweed
  - IV.B. Instruction and Personnel Department Update
- V. Business Agenda
  - V.A. Administrative: Approve Omnibus Vote Agenda **ACTION**
  - V.B. Personnel: Approve Personnel Items: **ACTION**
    - V.B.1. New Hire(s):
      - Elana Schubert; DLS; Social Worker; Effective Date 08.16.2023
  - V.C. District Leadership Team Employment Contracts **ACTION**
    - V.C.1. Dr. Erica Berger, Principal, Diamond Lake School
    - V.C.2. Kurt Preble, Principal, West Oak Intermediate School
    - V.C.3. Brandon Pederson, Principal, West Oak Middle School
    - V.C.4. Matthew Freiburger, Assistant Principal, West Oak Middle School
    - V.C.5. Dr. Kelly Olsen, Director of Student Services, District Office
    - V.C.6. Dr. Peter Cunningham, Director of Instruction and Personnel,  
District Office
    - V.C.7. Eric Hansen, Directory of Technology and Communications,  
District Office
    - V.C.8. Eric Rogers, Director of Business and Operations, District Office
- VI. BOE Discussion:
  - Board Meeting Schedule 23-24
- VII. Freedom of Information Requests (1)
- VIII. Notices and Communications:
  - VIII.A. D76 Highlights
- IX. Public Comments and Petitions (Non-Agenda Items)
- X. Others

XI. Executive Session

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. (5 ILCS 120/2) (c)(1).
2. Student disciplinary cases (5 ILCS 120/2) (from Ch. 102, par. 42) (9).

XII. Approval of Personnel Items discussed in Executive Session ***ACTION***

XIII. Adjournment



## **Diamond Lake School District 76**

**Embrace Empower Excel** Each Child Each Day

Diamond Award Nominations - April 18th, 2023

The district leadership team is nominating two outstanding educators tonight. Sharon Tweed and Julie Pecoraro. They both serve as literacy instructional coaches. Sharon for grades K-5 and Julie for grades 6-8. Together they have transformed how students and staff approach literacy. What caught my attention was their program D76 Loves to Read this past February. They motivated all of our students and staff to get excited about reading and passionate about books. The program took on a life of its own with the activities, spirit days and the intentional focus of making reading yet enjoying it an integral part of our lives. The positive energy was contagious among our students, staff and the leadership team who especially loved taking selfies with their favorite books. This recognition is shared by the leadership team who has compiled their thoughts about these two amazing individuals.

### **Sharon Tweed:**

Sharon's passion for coaching and professional demeanor helps to guide DLS and WOIS teachers to new practices, explore new tools and resources, and keep student achievement and success at the forefront of their lesson planning and differentiated instruction. We appreciate her kind, friendly personality and see her true sparkle when she ignites both a student's and teacher's pure love for reading.

From the beginning of her time in D76, Sharon has had clear convictions and knowledge about how to build literacy in reading, writing, speaking and listening. She has introduced a number of important curricular and instructional initiatives that have contributed to consistent growth in ELA for grades K-5. She also cares for the staff and families of D76, and has used family nights and open houses to connect families with resources. She has truly helped to foster a love of reading for D76.

### **Julie Pecoraro**

Julie has done an exceptional job identifying practices that have led to instructional improvements that have enhanced student learning. She has also been instrumental in leading WOMS PLC meetings and data driven instruction and data rich discussions.

Julie has been masterful at forming relationships with our teacher teams and students. She has been an invaluable resource for teachers as they look to enhance their instructional practices. Julie brings great energy, and knowledge to our team and provides relevant advice, and examples. Julie describes herself as a "lifelong learner." She is constantly learning and finding new ways to help our teachers and students learn and grow.

Julie has been an outstanding addition to WOMS and D76. She uses her ability to build relationships with staff so they will trust her coaching, advice, guidance and coordination. She has made every teacher and team she has worked with better. She is constantly looking for ways to stretch herself and grow in her own practice and also enhances our strong culture and climate in D76 with her positive leadership, attitude and energy.

# Instruction and Personnel Department Update/ Actualización del Departamento de Instrucción y Personal



4.18.23 Board of Education Meeting/ Reunión de la Junta  
Educativa

**EMBRACE EMPOWER EXCEL** *Each Child Each Day*



# Areas of Focus

Instructional Coaches, ILT members and The Director will review:

- Relevant Goals and Priorities
- Reading and Math Growth
- Instructional Coaching
- New Math and Writing Curriculum
- Dual Language Programming
- The Instructional Leadership Team
- MTSS Programming
- Personnel Updates



# Driven by the District Goals and Priorities

|   | Goal(s)  | Purpose   | Target: Measurable Outcomes  |
|---|--|---|--|
| 1 | Improve student growth in English Language Arts (ELA) and Mathematics. | Prepare all D76 students to be high school, college/career and future ready and <b>improve student academic and social/emotional learning growth and achievement.</b> | ★ <b><u>22-23 Data Presentation:</u> 100% of Kindergarten-8th grade students will demonstrate growth within the tiers of instruction as measured by the STAR assessment.</b> |



# Driven by the District Goals and Priorities

|   | Goal(s)  | Purpose  | Target: Measurable Outcomes   |
|---|--|--|---|
| 1 | Implement building and district Instructional Leadership Walkthroughs.         | Provide all D76 staff with strong professional development opportunities, a healthy working climate and culture and access to instructional supports and resources in order to <b>improve student academic and social/emotional learning growth and achievement.</b> | ★ <b>Staff Support Success Survey:</b><br>100% of certified staff indicate they had a Instructional Leadership Walkthrough and feedback was provided by an administrator  |
| 2 | Increase staff participation in the instructional coaching program.            |  | ★ <b>Instructional Coaching Survey:</b><br>100% of staff indicate they have collaborated with an instructional coach.   |
| 3 | Strengthen social emotional well-being, learning and engagement for all staff. |  | ★ <b>Culture and Climate Survey:</b> 100% of staff indicate they have professional development opportunities in SEL.<br>★ <b>Culture and Climate Survey:</b> 100% of staff indicate they feel supported in their own SEL.<br>★ <b>Culture and Climate Survey:</b> Establish a Teacher University Program. |



# Reading and Math Growth

Fall to winter STAR data shows high percentages of students making growth!

- More strategic about identifying and teaching skills emphasized in standardized assessments
- PLCs focused on each subject-area K-5 on a monthly rotation
- Tiered interventions with clear entrance and exit criteria; effective leveraging of adults
- Use of SBRC's with assessments aligned to priority Common Core Standards
- Principals are an active part of ILT



# Focus of Instructional Coaching

- Improved student outcomes measured against specific standards based learning targets
- Improved instructional practice designed to reach student learning targets
- Improved culture of collaboration and reflection among practitioners to support trustful, respectful, collegial relationships
- Improved data analysis designed to inform instructional practices
- Increased knowledge, skills and capacities of D76 educators

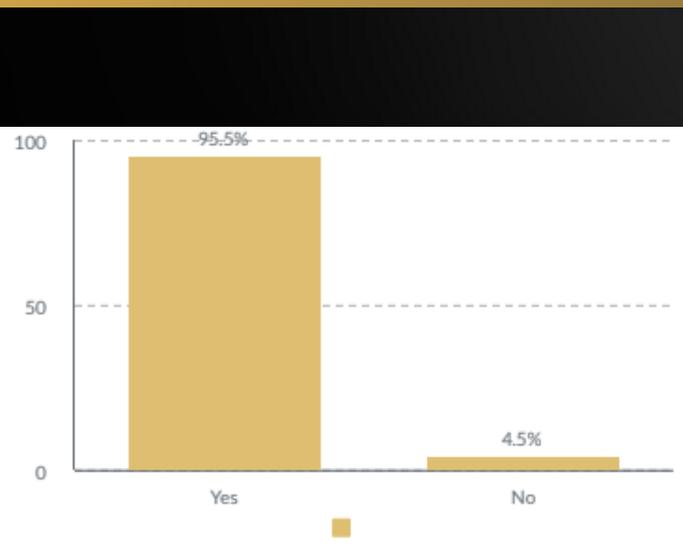


# Instructional Coaching Activities

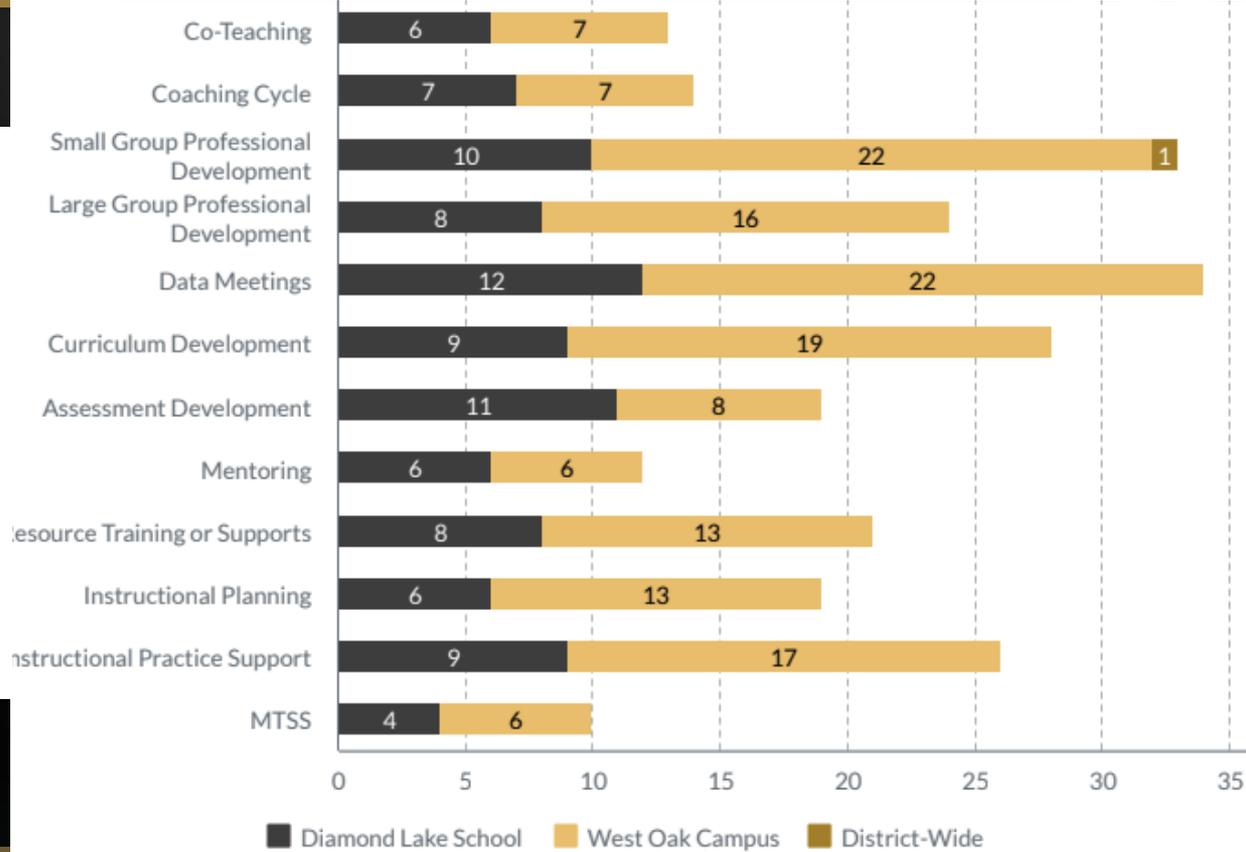
- Balanced Literacy Model
  - K-8 writing curriculum
  - F & P implementation
- Culturally-Responsive Practices
- MTSS intervention development and support
- Vetting and supporting the implementation of key curriculum (math, science, etc)
- Facilitating PLCs
- Leading data reviews
- Data analysis
- EL/Dual Support
- Modeling lessons
- Coaching cycles
- Unit Design
- Learning Frameworks
- Curriculum Support
- SBRC development support
- Whole-district initiatives like D76 Loves to Read
- Building and District leadership team involvement
- Goal Setting- STPs
- Student Engagement
- Incorporating Technology into Lessons



# Instructional Coaching



**2. Do you seek support from or interact with an Instructional Coach(es)?**



Diamond Lake School
  West Oak Campus
  District-Wide



New Math  
Curriculum/Nuevo Plan  
de Currículo de  
Matemáticas





# Math Curriculum Refresh Process

1. Researched and vetted curriculums to select 3 finalists.
2. Presented information on the 3 curriculums to ILT and all K-5 staff.
3. Surveyed staff on preferred curriculum.
4. Narrowed down to two curriculums and began four 6-week pilots.
5. Concluded pilots and gathered feedback from teachers.
6. Presented on findings to ILT. ILT voted and selected *Envisions Mathematics*.
7. Trainings have begun at grade level meetings and will continue through the summer.



**enVision** Mathematics

Kids See the Math. Teachers See Results.

**Vision:** Research based curriculum that promote the depth of mathematical understand needed for student success and high achievement.

## Program Organization:

- ❖ Organized around the Common Core Standards for Mathematical Content.
- ❖ Goal is to achieve focus and coherence in a way that is best for developing deep understanding of the mathematical content.
- ❖ Incorporates Standards for Mathematical Practice.



# Instructional Model

| <b>Step 1: Problem Based Learning</b>                                 | <b>Step 2: Visual Learning</b>   | <b>Step 3: Assess and Differentiate</b>  |
|---|--|--|
| Introduces concepts and procedures with a problem-solving experience. | Makes the important mathematics explicit with enhanced direct instruction connected to step 1. | Use informal and formal assessment to differentiate instruction through enrichment, intervention, and academic vocabulary focus. |



# Teacher and Student Feedback



**"This used to be so hard but now it's so easy and how I like to solve problems".**

**-2nd Grader**

**"Challenging but in the way, our students are capable of being challenged."**

**" I feel like this is working!"**

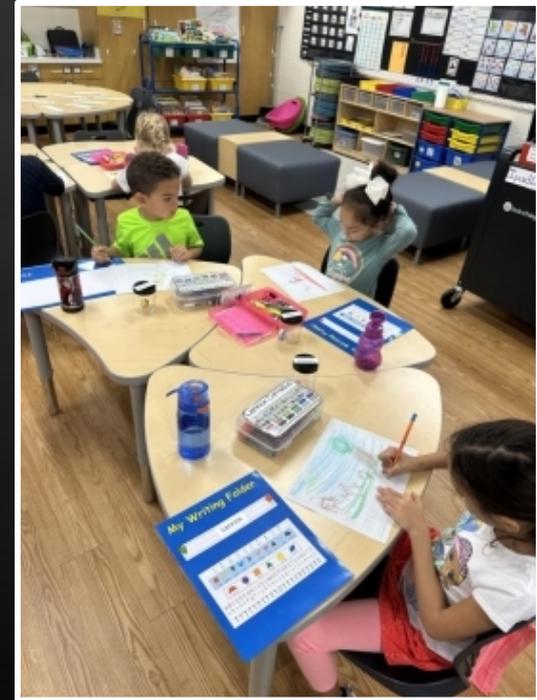
# New Writing Curriculum/ Nuevo plan de Currículo de Escritura





# Writing Resource Curriculum Refresh Process

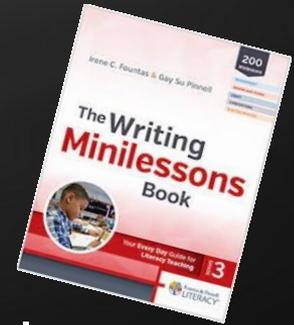
- Identify Possible Curriculum Resources
- Pilot Resources
- Gather Feedback
- Staff Share-out
- ILT Vote
- Create Resource Roll-out Plan
- Begin Resource Roll-out
- Implementation Fall 2023





# Overview of Writing Minilessons

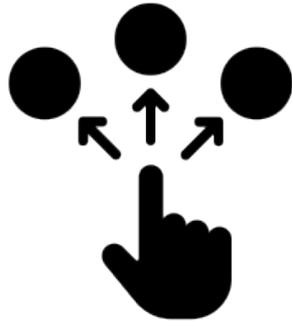
- Format similar to other F&P Resources (Workshop)
- Minilessons have clear and focused learning objectives
- Developmentally Appropriate
- Academic language consistent with other resources and compliments other learning goals
  - Mentor Texts (IRA Books/Shared Reading Books)



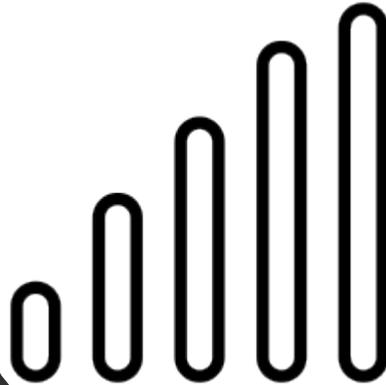


# Students are engaged and empowered!

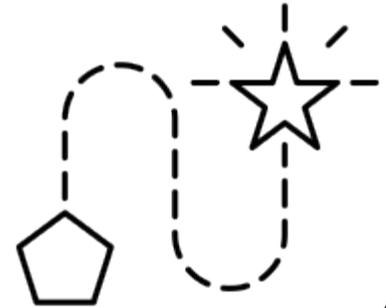
Student  
Choice



Naturally  
Lends Itself to  
Differentiation



Students set  
goals and track  
progress





# Teacher Feedback

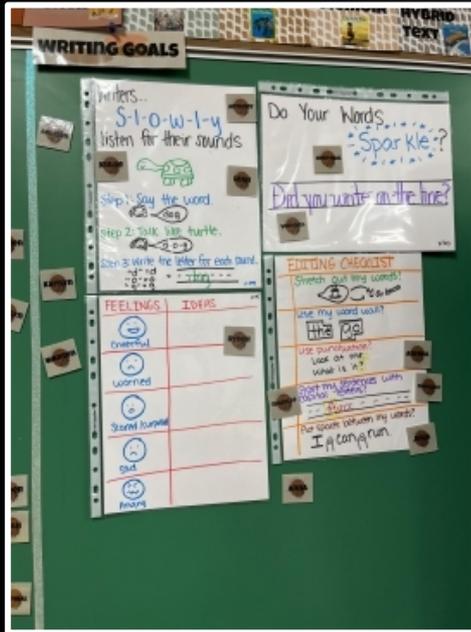
“Students are excited about writing and teaching it is my favorite part of the day now.”



“It sparks positive conversations about writing.”



# Teacher Feedback

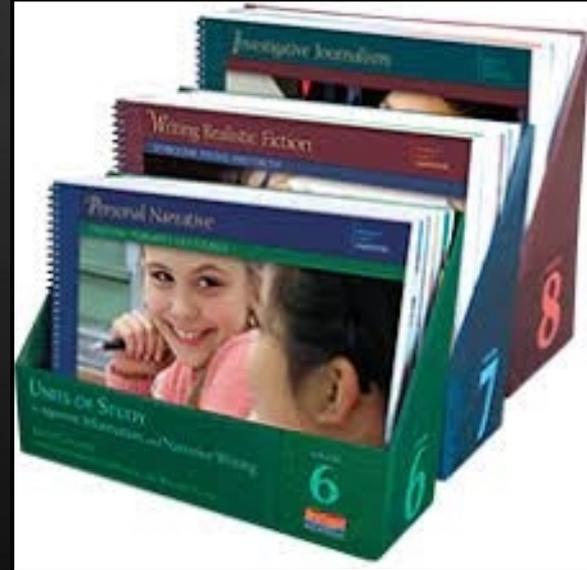
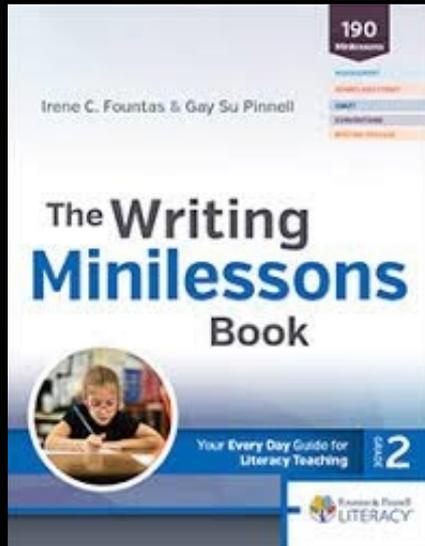


“The lessons are engaging and helps foster the love of writing.”

“The structure allows me more time to individually conference and give goals. Students are comprehending their individual writing goals much better this year with the resource.”



# Alignment to Grades 6-8



# Dual Language Programming/ Programación de Lenguaje Dual





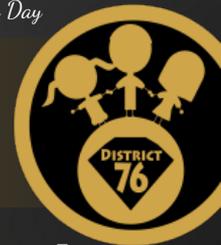
# Dual Language Programming

- SBRC work - aligning to new Illinois SLA standards
- AAPPL Assessment - piloting and using for program analysis
  - Will be used 3-8 next year
- Looking at progress-monitoring using F&P Spanish
- ISBE audited EL programming this year
  - Results provided at the end of April
- 50/50 universal delivery model
  - teachers reporting students doing well in progress monitoring and can get math help
- New Bilingual Director Stipend
- Spanish Intervention linked to MTSS framework

# Process to Create Dual Language Standards Based Report Card

**Dual Language 1st grade team:  
Evelin Guadarrama, Elizabeth Van den  
Akker, Lizzy Duffy**





# Step One

## Review current Dual Language Report Card and match the new Illinois Spanish Language Arts standards.

|  |   |   |  |           |  |
|--|---|---|--|-----------|--|
|   |   |   | Diamond Lake School Report Card - First Grade Dual Language /<br><i>La Tarjeta de Calificaciones de La Escuela de Diamond Lake de Lenguaje Dual</i><br>Primer Grado      |           |  |
|  |   |   | Student /<br>Estudiante  | 2022-2023 |  |
| <b>Standards Achievement Rating / Estandares Para Lograr</b><br>These standards are based on grade level expectations at this time of year. /<br>Estos estandares se basan en las expectativas del nivel de grado en esta época del año.                   |   |   |  |           |  |
| AT = Above Target /    OT = On Target /    PT = Progressing Toward Target /    BT = Below Target /    NYT = Not Yet Taught /<br><i>Arriba del objetivo    Cumple el objetivo    Progresando al objetivo    Debajo del objetivo    Todavía no se enseña</i> |   |   |  |           |  |
| * work is modified based on IEP / el trabajo se modifica basado en un IEP  |   |   |  |           |  |
| 1  | 2 | 3 | <b>Reading in Spanish / La Lectura en español</b>  |           |  |
| ▼  | ▼ | ▼ | Demonstrates understanding of spoken words, syllables and sounds. /<br><i>Demuestra comprensión del palabras hablada, sílabas y sonidos.</i>                             |           |  |
| ▼  | ▼ | ▼ | Demonstrates understanding of organization and basic features of print. /<br><i>Demuestra comprensión de la organización y las características básicas de impresión.</i> |           |  |
| ▼  | ▼ | ▼ | Uses decoding strategies for learning to read. /<br><i>Utiliza la descodificación para aprender a leer.</i>  |           |  |
|  |   |   | 1st Trimester Comments / Comentarios del Primer Trimestre  |           |  |
|  |   |   | *English grades are sent through Powerschool.  |           |  |

# Illinois Learning Standards

## Spanish Language Arts

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ESTÁNDARES ESTATALES  
 COMUNES PARA LAS ARTES  
 DEL LENGUAJE EN ESPAÑOL Y  
 PARA LA LECTO-ESCRITURA EN  
 HISTORIA Y ESTUDIOS SOCIALES



## Step Two

**Essential  
Question:**

**Which Language Arts standards are not specific to English or Spanish?**

- **Foundational Skills: Concepts of Print**
- **Reading Informational text and Literature**
- **Writing**



## Step Three

**Essential  
Question:**

**Which standards require mastery in English?**

**Which standards require mastery in Spanish?**

### English only

- **Foundational skills:  
phonics**
- **Writing: grammar**

### Spanish only

- **Foundational skills:  
phonics**
- **Writing: grammar**
- **Accents**



# Dual Language Strengths and Challenges

## Strengths

- Great collaboration developing SBRCs for SLA
- Resources are supporting the curriculum
- Spanish Intervention has targeted entrance and exit criteria
- AAPPL Assessment directly informs instruction and student goal-setting
- Building momentum with parent involvement

## Challenges

- Staffing of Bilingual Educators
- Streamlining standardized assessments and progress-monitoring tools

# Instructional Leadership Team/Equipo de Liderazgo Educativo





# Instructional Leadership Team (ILT)

Purpose: To foster a culture of shared ownership and collaboration, where teams make curricular decisions in the best interest of their students, leading to high-level outcomes for all students in District 76

- Meets 3 times a year as a whole
- Sets direction for professional development and curricular initiatives
- Communicates direction, questions, comments and solutions (two-way)



# ILT Initiatives and Updates

- Writing curriculum pilot and selection
- Math Curriculum pilot and selection
- Reflect and revise SBRCs
- Digitize Student Target Portfolios
- Next Steps: Develop the ILT plan for next year

Multiple Tiers of Systems  
and Support  
(MTSS)/Múltiples Niveles  
de Sistemas y Soporte  
(MTSS)





# What is MTSS?

MTSS covers academics, behavior, and social-emotional learning. This includes our levels of ELA and Math, our interventions, PBIS, and SEL supports. There are four elements of MTSS:

- Knowing what we want our kids to do.
- Aligning curriculum so they can get there.
- Keeping score
- Being responsive



# MTSS Committee

A Team of Interventionists, Administrators and Teachers that met three times to to develop our MTSS Programming

- Rtl Model
- Decision-Rules
- Approved Resources and Assessments
- Tiered Instruction Matrix



# Other Instruction Items of Note

## Website Updated - Learning Frameworks and SBRCs

### SBRC work at elementary and middle school

- K-5 SBRCs in every subject in 23-24 SY
- 6-8 SBRCs in every subject in 24-25 SY

### Re-established a Curriculum Refresh Cycle

- Math 22-23 SY; Science and K-5 SLA 23-24 SY

# Personnel Updates/Actualizacion es de Personal





# Personnel Updates

- Leveled-Up teacher recruitment
- Conducting Review of several systems for compliance
- Developing checklists for different processes (onboarding, exiting, etc.)
- Continued high marks for staff feeling supported



# Next Steps

- Complete spring STAR assessments, reflect and plan
- Develop SBRC at WOMS, full implementation of SBRC K-5
- Revisit and Update HR processes and protocols
- Develop an ILT professional development and curriculum plan for 23-24 SY



# Questions & Feedback

Preguntas y Comentarios



**Diamond Lake School District 76**  
**Embrace Empower Excel** Each Child Each Day

BOARD OF EDUCATION  
 BUSINESS MEETING  
 Tuesday, April 18, 2023

The resolution is being submitted for approval at the Business Meeting on April 18, 2023

**AGENDA ITEM V-A**

**Administrative: Review Omnibus Vote Agenda ACTION**

Items under the Omnibus Vote Agenda are considered routine and/or non-controversial and will be approved by one motion. If any one Board member, staff, administrator, or citizen wishes to have a separate vote on any item or items, that item or items will be pulled from the Omnibus Vote Agenda and voted on separately.

**BE IT RESOLVED, that the Diamond Lake 76 Board of Education accepts and approves the Omnibus Vote Agenda, Items A thru D as listed:**

- A. Approval of Minutes
  - Business Meeting 03/21/2023
  - Committee of the Whole Meeting 04/04/2023
- B. Acceptance of Treasurer’s Report 03/2023
- C. Approval of Payrolls 4/30/2023, 5/15/2023\*

D. Approval of Current Bills:

|                        |                   |
|------------------------|-------------------|
| 10 Education Fund      | 345,346.44        |
| 12 West Oak Inter A    | 82.05             |
| 13 West Oak Middle     | 3,943.00          |
| 20 Operations & Mail   | 67,216.98         |
| 30 Debt Service        | 2,063.48          |
| 40 Transportation Fund | 160,185.18        |
| 60 Capital Outlay      | 2,754.18          |
| <hr/>                  |                   |
| <b>TOTAL</b>           | <b>581,591.31</b> |

\*Pre-approval of Payrolls not to exceed \$400,000.00 each.

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 92787     | Allendale Association          | 04/18/2023 | 4,585.41     |
| 92788     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92789     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92790     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92791     | Amazon                         | 04/18/2023 | 2,443.30     |
| 92792     | Anderson Pest Solutions        | 04/18/2023 | 184.75       |
| 92793     | Apple Inc                      | 04/18/2023 | 236.55       |
| 92794     | AT & T Long Distance           | 04/18/2023 | 763.54       |
| 92795     | Autism, Behavior, Technology S | 04/18/2023 | 4,165.00     |
| 92796     | Berman, Laetitia               | 04/18/2023 | 82.05        |
| 92797     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92798     | BMO Financial Group            | 04/18/2023 | 3,816.60     |
| 92799     | BMO Financial Group            | 04/18/2023 | 1,666.98     |
| 92800     | Burris Equipment Co.           | 04/18/2023 | 337.40       |
| 92801     | Campbell, Larz                 | 04/18/2023 | 726.89       |
| 92802     | Carmichael, Toni L             | 04/18/2023 | 70.94        |
| 92803     | CDW Government                 | 04/18/2023 | 279.18       |
| 92804     | Chartwells Dinning Service     | 04/18/2023 | 35,755.20    |
| 92805     | Citi Cards                     | 04/18/2023 | 770.30       |
| 92806     | Connections Academy East       | 04/18/2023 | 11,257.40    |
| 92807     | Constellation NewEnergy-Gas Di | 04/18/2023 | 7,053.36     |
| 92808     | Constellation New Energy, Inc. | 04/18/2023 | 12,433.21    |
| 92809     | The Cove School, Inc.          | 04/18/2023 | 5,745.78     |
| 92810     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92811     | Diamond Lake School Self Ins   | 04/18/2023 | 180,337.55   |
| 92812     | Gfc Leasing                    | 04/18/2023 | 3,360.00     |
| 92813     | Gordon Flesch Company, Inc.    | 04/18/2023 | 1,460.46     |
| 92814     | Grainger                       | 04/18/2023 | 403.61       |
| 92815     | Great Lakes Kwik Space         | 04/18/2023 | 119.00       |
| 92816     | Gsf Usa Inc.                   | 04/18/2023 | 29,265.75    |
| 92817     | The Harkins Group              | 04/18/2023 | 2,475.00     |
| 92818     | Herff Jones, LLC               | 04/18/2023 | 2,081.94     |
| 92819     | Hernandez, Kelly               | 04/18/2023 | 925.00       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 92820     | Hinckley Springs               | 04/18/2023 | 196.75       |
| 92821     | Hodges Loizzi Eisenhammer LLP  | 04/18/2023 | 238.50       |
| 92822     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92823     | Home Depot Credit Services     | 04/18/2023 | 607.61       |
| 92824     | Imprest                        | 04/18/2023 | 1,080.00     |
| 92825     | Integrated Systems Corporation | 04/18/2023 | 393.75       |
| 92826     | J.W. Pepper & Son, Inc         | 04/18/2023 | 41.00        |
| 92827     | Julio'S Tacos Inc              | 04/18/2023 | 1,800.00     |
| 92828     | Kansas State Bank              | 04/18/2023 | 2,063.48     |
| 92829     | Kaufman, Robyn Michelle        | 04/18/2023 | 222.00       |
| 92830     | Kim, Jenny K                   | 04/18/2023 | 47.32        |
| 92831     | Kluvers, Polly M               | 04/18/2023 | 82.86        |
| 92832     | Kriha Boucek LLC               | 04/18/2023 | 1,677.50     |
| 92833     | Kroeschell Engineering Co      | 04/18/2023 | 897.00       |
| 92834     | Lake County Dept. Public Works | 04/18/2023 | 1,020.80     |
| 92835     | Lake County Public Works       | 04/18/2023 | 18.00        |
| 92836     | Vendor Continued Check         | 04/18/2023 | 0.00         |
| 92837     | Lakeside Transportation        | 04/18/2023 | 131,531.21   |
| 92838     | Lynch, Nicole M                | 04/18/2023 | 37.98        |
| 92839     | M Alice Dutler                 | 04/18/2023 | 162.50       |
| 92840     | Mandro, Megan M                | 04/18/2023 | 49.98        |
| 92841     | Marcia Brenner Associates, LLC | 04/18/2023 | 477.00       |
| 92842     | McGraw Hill School Educ. LLC   | 04/18/2023 | 26,412.90    |
| 92843     | Village Of Mundelein           | 04/18/2023 | 1,153.80     |
| 92844     | Mundelein School Dist. 75      | 04/18/2023 | 9,574.15     |
| 92845     | Music & Arts Center Inc        | 04/18/2023 | 394.80       |
| 92846     | Nir Roof Care Inc              | 04/18/2023 | 1,950.00     |
| 92847     | North American                 | 04/18/2023 | 2,429.48     |
| 92848     | Pedersen, Brandon              | 04/18/2023 | 50.55        |
| 92849     | Quench USA, Inc.               | 04/18/2023 | 165.00       |
| 92850     | Real Graphix, Inc.             | 04/18/2023 | 810.00       |
| 92851     | Safeway Transportation Service | 04/18/2023 | 3,860.82     |
| 92852     | Salazar, Jennifer L            | 04/18/2023 | 397.54       |

| Check Nbr | Vendor Name                    | Check Date              | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 92853     | Schubert, Elana                | 04/18/2023              | 7,076.92     |
| 92854     | Special Education District Lak | 04/18/2023              | 35,522.03    |
| 92855     | Special Education Services     | 04/18/2023              | 3,403.91     |
| 92856     | T-Mobile                       | 04/18/2023              | 1,800.00     |
| 92857     | Telesolutions Consultants LLC  | 04/18/2023              | 325.00       |
| 92858     | Topline Transportation Co.     | 04/18/2023              | 15,219.00    |
| 92859     | Ziegler, Kyle                  | 04/18/2023              | 2,015.18     |
| 92860     | Vendor Continued Check         | 04/18/2023              | 0.00         |
| 92861     | BMO Financial Group            | 04/18/2023              | 13,582.84    |
| 75        | Computer                       | Check(s) For a Total of | 581,591.31   |

|           |    |                                   |                       |            |
|-----------|----|-----------------------------------|-----------------------|------------|
|           | 0  | Manual                            | Checks For a Total of | 0.00       |
|           | 0  | Wire Transfer                     | Checks For a Total of | 0.00       |
|           | 0  | ACH                               | Checks For a Total of | 0.00       |
|           | 75 | Computer                          | Checks For a Total of | 581,591.31 |
| Total For | 75 | Manual, Wire Tran, ACH & Computer | Checks                | 581,591.31 |
| Less      | 0  | Voided                            | Checks For a Total of | 0.00       |
|           |    |                                   | Net Amount            | 581,591.31 |

F U N D S U M M A R Y

| Fund | Description      | Balance Sheet | Revenue | Expense    | Total      |
|------|------------------|---------------|---------|------------|------------|
| 10   | Education Fund   | 0.00          | 0.00    | 345,346.44 | 345,346.44 |
| 12   | West Oak Inter A | 0.00          | 0.00    | 82.05      | 82.05      |
| 13   | West Oak Middle  | 0.00          | 0.00    | 3,943.00   | 3,943.00   |
| 20   | Operations & Mai | 0.00          | 0.00    | 67,216.98  | 67,216.98  |
| 30   | Debt Service     | 0.00          | 0.00    | 2,063.48   | 2,063.48   |
| 40   | Transportation F | 0.00          | 0.00    | 160,185.18 | 160,185.18 |
| 60   | Capital Outlay   | 0.00          | 0.00    | 2,754.18   | 2,754.18   |



DIAMOND LAKE SCHOOL DISTRICT # 76  
Treasurer's Report  
March, 2023

| Fund                           | Cash Bal.<br>02/28/2023 | Receipts        | Disbursements   | Cash Bal.<br>03/31/2023 | Investments at Co<br>03/31/2023 | Fund<br>Totals |
|--------------------------------|-------------------------|-----------------|-----------------|-------------------------|---------------------------------|----------------|
| Education                      | \$ (141,245.85)         | \$ 1,298,473.48 | \$ 1,133,373.92 | \$ 23,853.71            | 9,275,606.82                    | 9,299,460.53   |
| Cafeteria Plan                 | 509,253.62              | 380,555.56      | 319,221.47      | 570,587.71              |                                 | 570,587.71     |
| Total Education Fund           | 368,007.77              | 1,679,029.04    | 1,452,595.39    | 594,441.42              | 9,275,606.82                    | 9,870,048.24   |
| Building                       | (315,739.66)            | 169,583.73      | 125,071.32      | (271,227.24)            | 2,082,105.60                    | 1,810,878.36   |
| Transportation                 | (181,052.16)            | 109,557.15      | 173,242.97      | (244,737.98)            | 1,439,538.00                    | 1,194,800.02   |
| FICA/Medicare                  | 1,325.17                | 18,931.07       | 18,435.01       | 1,821.23                | 77,369.23                       | 79,190.46      |
| I. M. R. F.                    | 38,626.81               | 3,410.87        | 10,716.80       | 31,320.88               | 233,348.01                      | 264,668.89     |
| Debt Service Fund              | 571,911.69              | 14,853.12       | 5,061.73        | 581,703.08              | (476,523.85)                    | 105,179.23     |
| Working Cash                   | 277,700.10              | 779.23          | 0.00            | 278,479.33              | 1,632,450.44                    | 1,910,929.77   |
| Capital Projects Fund          | 570,344.14              | 21,041.26       | 39,267.68       | 552,117.72              | 234,584.24                      | 786,701.96     |
| Tort Fund                      | 935.59                  | 366.57          | 0.00            | 1,302.16                | 53,638.38                       | 54,940.54      |
| Life Safety                    | 36,171.75               | 26.06           | 0.00            | 36,197.81               | 1,059.20                        | 37,257.01      |
| Diamond Lake Activity          | 19,308.14               | 40.16           | 0.00            | 19,348.30               | 0.00                            | 19,348.30      |
| West Oak Intermediate Activity | 41,664.25               | 646.47          | 20.96           | 42,289.76               | 0.00                            | 42,289.76      |
| West Oak Middle Activity       | 30,819.97               | 706.54          | 1,170.00        | 30,356.51               | 0.00                            | 30,356.51      |
|                                | 0.00                    |                 |                 | 0.00                    | 0.00                            | 0.00           |
| Total                          | \$ 1,460,023.57         | 2,018,971.27    | 1,825,581.86    | 1,653,412.98            | 14,553,176.07                   | 16,206,589.05  |
| Imprest Fund                   |                         |                 |                 | 2,500.00                |                                 | 2,500.00       |
| Education-Flex Account         | 69,740.69               | 12,600.96       | 4,648.44        | 77,693.21               | 7,712.17                        | 85,405.38      |
| Insurance Coop- District Share |                         |                 |                 | 13,347.45               |                                 | 13,347.45      |
| Petty Cash                     |                         |                 |                 | 750.00                  |                                 | 750.00         |
| Grand Total                    |                         |                 |                 | 1,747,703.64            | 14,560,888.24                   | 16,308,591.88  |

As of March 2023 the School's undistributed invested funds were as follows:

|   | At Cost       | Maturity Value |   |
|---|---------------|----------------|---|
| 1 | 13,338,940.40 | 13,338,940.40  | PMA-Illinois School District Liquid Asset Fund                            |
| 2 | 0.00          | 0.00           | PMA-Illinois School District Liquid Asset Fund-Series 2017 Bonds (Closed) |
| 3 | 0.00          | 0.00           | PMA-Illinois School District Liquid Asset Fund-Series 2018 Bonds (Closed) |
| 4 | 0.00          | 0.00           | PMA-Illinois School District Liquid Asset Fund-Series 2020 Bonds (Closed) |
| 5 | 1,077,306.54  | 1,077,306.54   | Illinois Institutional Investors Trust (at cost)                          |
| 6 | 7,712.17      | 7,712.17       | Illinois Institutional Investors Trust-Flex Account                       |
| 7 | 136,929.13    | 136,929.13     | Illinois Funds/NBI Bank   |
|   | 14,560,888.24 |                | Total Investments at cost   |

  
 Treasurer \_\_\_\_\_



**Diamond Lake School District 76**  
**Embrace Empower Excel** Each Child Each Day

BOARD OF EDUCATION  
BUSINESS MEETING  
Tuesday, April 18, 2023

**AGENDA ITEM V-B**

**Personnel: Approve Resolution for Personnel Items: ACTION**

The resolution is being submitted for approval at the Business Meeting on Tuesday, April 18, 2023.

**BE IT RESOLVED**, the Diamond Lake 76 Board of Education accepts and approves the Personnel Items as depicted on the Agenda:

**1. New Hire(s):**

| Employee       | School | Position      | Effective Date |
|----------------|--------|---------------|----------------|
| Elana Schubert | DLS    | Social Worker | 08.16.2023     |



**Diamond Lake School District 76**  
**Embrace Empower Excel** Each Child Each Day

BOARD OF EDUCATION  
BUSINESS MEETING  
Tuesday, April 18, 2023

**Agenda Item V-C**

**Administrative: Approve District Leadership Team Contracts *ACTION***

The following item is included for approval at the Business Meeting on Tuesday, April 18, 2023

**Whereas the Board of Education has reviewed the contract proposals for the District Leadership Team for the FY24 School Year;**

**BE IT RESOLVED,** the Diamond Lake 76 Board of Education accepts and approves the District Leadership Team contracts for FY24 as presented:

| Employee             | Position  |
|----------------------|---|
| Dr. Erica Berger     | Principal, Diamond Lake School                              |
| Kurt Preble          | Principal, West Oak Intermediate School                     |
| Brandon Pedersen     | Principal, West Oak Middle School                           |
| Matthew Freiburger   | Assitstant Principal, West Oak Intermediate School          |
| Dr. Kelly Olsen      | Director of Student Services, District Office               |
| Dr. Peter Cunningham | Director of Instruction and Personnel, District Office      |
| Eric Hansen          | Directory of Technology and Communications, District Office |
| Eric Rogers          | Director of Business and Operations, District Office        |

**PRINCIPAL - DIAMOND LAKE ELEMENTARY SCHOOL  
EMPLOYMENT CONTRACT  
(2023-2024)**

AGREEMENT made this 18th day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **DR. ERICA BERGER** (hereinafter referred to as the “Principal”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Principal in the position of PRINCIPAL for a one (1) year period, commencing on July 17, 2023, and terminating on June 14, 2024, at an annual salary of One Hundred Forty Thousand Six Hundred Eight Dollars and No Cents (\$140,608) for the 2023-2024 Contract Year. The Principal’s salary shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). The term “Contract Year” shall refer to the period under this Contract commencing on July 17, 2023 and ending on June 14, 2024. The Principal hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ Retirement System and Health Insurance Security Fund.** The annual salary stated in paragraph A.1 of this Contract includes the payment by the Board on behalf of the Principal of her required contributions to the TRS and the Teachers’ Health Insurance Security Fund (“THIS”). The Principal 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 TRS and THIS. Both Parties acknowledge that the Principal did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Principal’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Principal pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

**B. CONDITIONS OF EMPLOYMENT**

**1. License.** During the term of this Contract, the Principal shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying her to act as a school principal in the District.

2. **Employment Representations.** The Principal represents that she is not under contract with any other school district for any portion of the term covered by this Contract. The Principal further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Principal shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Principal also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Principal may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Principal's salary and benefits provided under this Contract are not reduced.

### C. **BENEFITS**

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Principal in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of her duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Principal in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Principal with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Principal, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Principal to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Principal's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

3. **Sick and Personal Leave.** The Principal shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Principal may use up to four (4) sick leave days as personal leave days.

4. **Paid Days Off.** As part of the Principal's 11-month contract, she will not be required to work from June 17 - July 12, in addition to winter break, spring break and all school holidays. The principal will not be receiving additional paid vacation days.

5. **Professional Organizations.** The Principal may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

6. **Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Principal may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Principal confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

7. **Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of her job duties, the Principal needs to have access to an automobile in order to perform her job duties and that she must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Principal is away from the District. Accordingly, the Board will provide the Principal with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Principal. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

#### **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

1. **Responsibilities and Duties.** The Principal shall be responsible for performing all of the responsibilities and duties of a school principal as set forth in the attached job description (attached hereto as Exhibit A), including but not limited to, supervising the operation of Diamond Lake Elementary School, as the Board shall determine necessary, and shall have as her primary responsibility the improvement of instruction. The Principal shall also assume administrative responsibilities and instructional leadership, 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 his assigned attendance area.

The Principal shall submit recommendations, as requested, to the Superintendent concerning the appointment, retention, promotion, and assignment of all personnel assigned to her attendance centers and shall keep such other registers, records and reports as may be directed by the Superintendent and the Board or required by law. The Principal shall be responsible for, and

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

**2. Extent of Service.** The Principal shall devote her entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Principal 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 Principal may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

**3. Evaluation.** The Principal shall be evaluated by the Superintendent or designee by March 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with Section 5/24A-15 of the *School Code*. One copy of each evaluation shall be included in the Principal's personnel file and one copy shall be provided to the Principal. The Superintendent or designee will report to the Board the results of the evaluation process.

#### **E. RENEWAL AND AMENDMENT OF CONTRACT**

**1. Renewal.** At the end of this Contract, the Board and Principal may mutually agree to renew the employment of the Principal for a one (1) year period. In such an event, the Board shall take specific action to enter into a new contract of employment with the Principal.

**2. Non-Renewal.** In the event the Board determines not to renew the employment of the Principal, this Contract shall expire on June 14, 2024. The Principal shall receive notice of intent not to renew her employment in accordance with any applicable requirements of the *School Code*.

**3. 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 Principal or as an extension of the termination date of this Contract.

**4. Reclassification.** The Principal may be reclassified by demotion or reduction in rank from one position within the School District to another for which a lower salary is paid in accordance with Section 10-23.8b of the *School Code*, if such section of the *School Code* is applicable.

#### **F. TERMINATION**

**1. Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Principal gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Principal shall be considered permanently disabled if (a) the Principal has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) she presents to the Board a physician's statement certifying that she is permanently disabled or incapacitated. All obligations of the Board shall cease should the Principal become permanently disabled, and the Board may, at its option, terminate the Principal's employment upon thirty (30) days written notice to the Principal and after providing the Principal with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Principal that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Principal, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Principal chooses to be accompanied by legal counsel, the Principal shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Principal, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Principal or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall insure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18th day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**PRINCIPAL**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Dr. Erica Berger**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A**  
**JOB DESCRIPTION FOR SCHOOL PRINCIPAL**

(attached)

**PRINCIPAL - WEST OAK INTERMEDIATE SCHOOL  
EMPLOYMENT CONTRACT  
(2023-2024)**

**AGREEMENT** made this 18th day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **KURT PREBLE** (hereinafter referred to as the “Principal”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Principal in the position of PRINCIPAL for a one (1) year period, commencing on July 17, 2023 and terminating on June 14, 2024, at an annual salary of One Hundred Forty Thousand Three Hundred Eleven Dollars (\$140,311) for the 2023-2024 Contract Year. The Principal’s salary shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). The term “Contract Year” shall refer to the period under this Contract commencing on July 17, 2023 and ending on June 14, 2024. The Principal hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ Retirement System and Health Insurance Security Fund.** The annual salary stated in paragraph A.1 of this Contract includes the payment by the Board on behalf of the Principal of his required contributions to the TRS and the Teachers’ Health Insurance Security Fund (“THIS”). The Principal 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 TRS and THIS. Both Parties acknowledge that the Principal did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Principal’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Principal pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

**B. CONDITIONS OF EMPLOYMENT**

**1. License.** During the term of this Contract, the Principal shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying him to act as a school principal in the District.

2. **Employment Representations.** The Principal represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Principal further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Principal shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Principal also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Principal may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Principal's salary and benefits provided under this Contract are not reduced.

### C. **BENEFITS**

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Principal in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Principal in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Principal with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Principal, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Principal, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Principal to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Principal's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

3. **Sick and Personal Leave.** The Principal shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Principal may use up to four (4) sick leave days as personal leave days.

4. **Paid Days Off.** As part of the Principal's 11-month contract, he will not be required to work from June 17 - July 12, in addition to winter break, spring break and all school holidays. The principal will not be receiving additional paid vacation days.

5. **Professional Organizations.** The Principal may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

6. **Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Principal may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Principal confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

7. **Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Principal needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Principal is away from the District. Accordingly, the Board will provide the Principal with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Principal. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

#### **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

1. **Responsibilities and Duties.** The Principal shall be responsible for performing all of the responsibilities and duties of a school principal as set forth in the attached job description (attached hereto as Exhibit A), including but not limited to, supervising the operation of West Oak Intermediate School, as the Board shall determine necessary, and shall have as his primary responsibility the improvement of instruction. The Principal shall also assume administrative responsibilities and instructional leadership, 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 his assigned attendance area.

The Principal shall submit recommendations, as requested, to the Superintendent concerning the appointment, retention, promotion, and assignment of all personnel assigned to his attendance centers and shall keep such other registers, records and reports as may be directed by the Superintendent and the Board or required by law. The Principal shall be responsible for, and

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

**2. Extent of Service.** The Principal shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Principal 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 Principal may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

**3. Evaluation.** The Principal shall be evaluated by the Superintendent or designee by March 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with Section 5/24A-15 of the *School Code*. One copy of each evaluation shall be included in the Principal's personnel file and one copy shall be provided to the Principal. The Superintendent or designee will report to the Board the results of the evaluation process.

#### **E. RENEWAL AND AMENDMENT OF CONTRACT**

**1. Renewal.** At the end of this Contract, the Board and Principal may mutually agree to renew the employment of the Principal for a one (1) year period. In such an event, the Board shall take specific action to enter into a new contract of employment with the Principal.

**2. Non-Renewal.** In the event the Board determines not to renew the employment of the Principal, this Contract shall expire on June 14, 2024. The Principal shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

**3. 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 Principal or as an extension of the termination date of this Contract.

**4. Reclassification.** The Principal may be reclassified by demotion or reduction in rank from one position within the School District to another for which a lower salary is paid in accordance with Section 10-23.8b of the *School Code*, if such section of the *School Code* is applicable.

#### **F. TERMINATION**

**1. Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Principal gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Principal shall be considered permanently disabled if (a) the Principal has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Principal become permanently disabled, and the Board may, at its option, terminate the Principal's employment upon thirty (30) days written notice to the Principal and after providing the Principal with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Principal that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Principal, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Principal chooses to be accompanied by legal counsel, the Principal shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Principal, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Principal or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18th day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**PRINCIPAL**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Kurt Preble**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A**  
**JOB DESCRIPTION FOR SCHOOL PRINCIPAL**

(attached)

**PRINCIPAL - WEST OAK MIDDLE SCHOOL  
EMPLOYMENT CONTRACT  
(2023-2024)**

**AGREEMENT** made this 18<sup>th</sup> day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **BRANDON PEDERSEN** (hereinafter referred to as the “Principal”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Principal in the position of PRINCIPAL for a one (1) year period, commencing on July 17, 2023, and terminating on June 14, 2024, at an annual salary of One Hundred Fifteen Thousand and No Cents (\$115,000) for the 2023-2024 Contract Year. The Principal’s salary shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). The term “Contract Year” shall refer to the period under this Contract commencing on July 17, 2023 and ending on June 14, 2024. The Principal hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ Retirement System and Health Insurance Security Fund.** The annual salary stated in paragraph A.1 of this Contract includes the payment by the Board on behalf of the Principal of his required contributions to the TRS and the Teachers’ Health Insurance Security Fund (“THIS”). The Principal 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 TRS and THIS. Both Parties acknowledge that the Principal did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Principal’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Principal pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

**B. CONDITIONS OF EMPLOYMENT**

**1. License.** During the term of this Contract, the Principal shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying him to act as a school principal in the District.

2. **Employment Representations.** The Principal represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Principal further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Principal shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Principal also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Principal may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Principal's salary and benefits provided under this Contract are not reduced.

### C. **BENEFITS**

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Principal in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Principal in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Principal with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Principal, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Principal to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Principal's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

3. **Sick and Personal Leave.** The Principal shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Principal may use up to four (4) sick leave days as personal leave days.

4. **Paid Days Off.** As part of the Principal's 11-month contract, she will not be required to work from June 17 - July 12, in addition to winter break, spring break and all school holidays. The principal will not be receiving additional paid vacation days.

5. **Professional Organizations.** The Principal may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

6. **Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Principal may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Principal confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

7. **Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Principal needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Principal is away from the District. Accordingly, the Board will provide the Principal with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Principal. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

#### **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

1. **Responsibilities and Duties.** The Principal shall be responsible for performing all of the responsibilities and duties of a school principal as set forth in the attached job description (attached hereto as Exhibit A), including but not limited to, supervising the operation of West Oak Middle School, as the Board shall determine necessary, and shall have as his primary responsibility the improvement of instruction. The Principal shall also assume administrative responsibilities and instructional leadership, 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 his assigned attendance area.

The Principal shall submit recommendations, as requested, to the Superintendent concerning the appointment, retention, promotion, and assignment of all personnel assigned to his attendance centers and shall keep such other registers, records and reports as may be directed by the Superintendent and the Board or required by law. The Principal shall be responsible for, and

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

2. **Extent of Service.** The Principal shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Principal 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 Principal may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

3. **Evaluation.** The Principal shall be evaluated by the Superintendent or designee by March 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with Section 5/24A-15 of the *School Code*. One copy of each evaluation shall be included in the Principal's personnel file and one copy shall be provided to the Principal. The Superintendent or designee will report to the Board the results of the evaluation process.

#### **E. RENEWAL AND AMENDMENT OF CONTRACT**

1. **Renewal.** At the end of this Contract, the Board and Principal may mutually agree to renew the employment of the Principal for a one (1) year period. In such an event, the Board shall take specific action to enter into a new contract of employment with the Principal.

2. **Non-Renewal.** In the event the Board determines not to renew the employment of the Principal, this Contract shall expire on June 14, 2024. The Principal shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

3. **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 Principal or as an extension of the termination date of this Contract.

4. **Reclassification.** The Principal may be reclassified by demotion or reduction in rank from one position within the School District to another for which a lower salary is paid in accordance with Section 10-23.8b of the *School Code*, if such section of the *School Code* is applicable.

#### **F. TERMINATION**

1. **Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Principal gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Principal shall be considered permanently disabled if (a) the Principal has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Principal become permanently disabled, and the Board may, at its option, terminate the Principal's employment upon thirty (30) days written notice to the Principal and after providing the Principal with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Principal that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Principal, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Principal chooses to be accompanied by legal counsel, the Principal shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Principal, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Principal or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

**7. Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18th day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**PRINCIPAL**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Brandon Pedersen**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A**  
**JOB DESCRIPTION FOR SCHOOL PRINCIPAL**

(attached)

**ASSISTANT PRINCIPAL - WEST OAK MIDDLE SCHOOL  
EMPLOYMENT CONTRACT  
(2023-2024)**

**AGREEMENT** made this 18th day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **MATTHEW FREIBURGER** (hereinafter referred to as the “ASSISTANT PRINCIPAL”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Assistant Principal in the position of ASSISTANT PRINCIPAL for a one (1) year period, commencing on July 17, 2023, and terminating on June 14, 2024, at an annual salary of Ninety-Seven Thousand Seven Hundred Sixty Dollars (\$97,760) for the 2023-2024 Contract Year. The Assistant Principal’s salary shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). The term “Contract Year” shall refer to the period under this Contract commencing on July 17, 2023 and ending on June 14, 2024. The Assistant Principal hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ Retirement System and Health Insurance Security Fund.** The annual salary stated in paragraph A.1 of this Contract includes the payment by the Board on behalf of the Assistant Principal of his required contributions to the TRS and the Teachers’ Health Insurance Security Fund (“THIS”). The Assistant Principal 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 TRS and THIS. Both Parties acknowledge that the Assistant Principal did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Assistant Principal’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Assistant Principal pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

**B. CONDITIONS OF EMPLOYMENT**

**1. License.** During the term of this Contract, the Assistant Principal shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying him to act as a school principal in the District.

2. **Employment Representations.** The Assistant Principal represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Assistant Principal further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Assistant Principal shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Assistant Principal also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Assistant Principal may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Assistant Principal's salary and benefits provided under this Contract are not reduced.

### C. **BENEFITS**

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Assistant Principal in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Assistant Principal in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Assistant Principal with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Assistant Principal, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Assistant Principal to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its

payment for such insurance and make a corresponding increase in the Assistant Principal's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

3. **Sick and Personal Leave.** The Assistant Principal shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Assistant Principal may use up to four (4) sick leave days as personal leave days.

4. **Paid Days Off.** As part of the Assistant Principal's 11-month contract, she will not be required to work from June 17 - July 12, in addition to winter break, spring break and all school holidays. The principal will not be receiving additional paid vacation days.

5. **Professional Organizations.** The Assistant Principal may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

6. **Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Assistant Principal may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Assistant Principal confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

7. **Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Assistant Principal needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Assistant Principal is away from the District. Accordingly, the Board will provide the Assistant Principal with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Assistant Principal. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

## **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

1. **Responsibilities and Duties.** The Assistant Principal shall be responsible for performing all of the responsibilities and duties of an assistant principal as set forth in the attached job description (attached hereto as Exhibit A), including but not limited to, supervising the operation of West Oak Middle School, as the Board shall determine necessary, and shall have as his primary responsibility the improvement of instruction. The Assistant Principal shall also assume administrative responsibilities and instructional leadership, 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 his assigned attendance area.

The Assistant Principal shall submit recommendations, as requested, to the Superintendent concerning the appointment, retention, promotion, and assignment of all personnel assigned to his attendance centers and shall keep such other registers, records and reports as may be directed by the Superintendent and the Board or required by law. The Assistant Principal shall be responsible for, and deemed to have knowledge of, all of the policies and rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.** The Assistant Principal shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Assistant Principal 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 Assistant Principal may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

**3. Evaluation.** The Assistant Principal shall be evaluated by the Principal or designee by March 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with Section 5/24A-15 of the *School Code*. One copy of each evaluation shall be included in the Assistant Principal's personnel file and one copy shall be provided to the Principal. The Superintendent or designee will report to the Board the results of the evaluation process.

#### **E. RENEWAL AND AMENDMENT OF CONTRACT**

**1. Renewal.** At the end of this Contract, the Board and Assistant Principal may mutually agree to renew the employment of the Assistant Principal for a one (1) year period. In such an event, the Board shall take specific action to enter into a new contract of employment with the Assistant Principal.

**2. Non-Renewal.** In the event the Board determines not to renew the employment of the Assistant Principal, this Contract shall expire on June 14, 2024. The Assistant Principal shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

**3. 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 Assistant Principal or as an extension of the termination date of this Contract.

**4. Reclassification.** The Assistant Principal may be reclassified by demotion or reduction in rank from one position within the School District to another for which a lower salary is paid in accordance with Section 10-23.8b of the *School Code*, if such section of the *School Code* is applicable.

#### **F. TERMINATION**

**1. Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Assistant Principal gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Assistant Principal shall be considered permanently disabled if (a) the Assistant Principal has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Assistant Principal become permanently disabled, and the Board may, at its option, terminate the Assistant Principal's employment upon thirty (30) days written notice to the Assistant Principal and after providing the Assistant Principal with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Assistant Principal that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Assistant Principal, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Assistant Principal chooses to be accompanied by legal counsel, the Assistant Principal shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Assistant Principal, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Assistant Principal or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18th day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**ASSISTANT PRINCIPAL**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Matthew Freiburger**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A**  
**JOB DESCRIPTION FOR SCHOOL PRINCIPAL**

**WEST OAK MIDDLE SCHOOL ASSISTANT PRINCIPAL 2020**

**OBJECTIVE:** Work collaboratively with the principal and building leadership team in conducting the operations of West Oak Middle School.

**CLASSIFICATION:** Certified/Administration

**LICENSURE:** Illinois General Administrator's license required with PERA evaluation training approval

**QUALIFICATIONS:**

Master's degree or higher, with a major in educational administration

Minimum of four years teaching experience

Demonstrated ability to supervise and evaluate faculty and staff

**REPORTS TO:** Principal

**PERFORMANCE RESPONSIBILITIES:**

Assistant Principal:

- Assists the Principal in the overall administration of the school building
- Assists in the implementation, evaluation and improvement of school and district programs
- Shares in the recruitment and evaluation of building level personnel and recommends retention, probation, or non-renewal of personnel
- Assists in the supervision and management of student behaviors and discipline according to district policies and the due process rights of students
- Assists with the responsibility for monitoring the attendance, conduct, and health of students and staff, as well as maintaining accurate records in these areas.
- Assists with implementation and coordination of extracurricular activities.
- Shares responsibility for the development and communication of the educational programs to the community and informing parents of school programs
- Shares responsibility for the procuring of instructional materials for the building.
- Plans and supervises emergency drills.
- Assists in the oversight of school facilities.
- Performs other tasks assigned by the principal and/or superintendent or designee.
- Prepares reports, records, lists, and other administrative tasks assigned by the principal
- Use current availability technologies to enhance job productivity and communication with staff, parents and the community
- Exhibits ethical behavior and a positive attitude while maintaining confidentiality for all school related responsibilities

District Wide Responsibilities:

- Work with school based Student Support teams
- All other duties as assigned by the Superintendent or designee.

**Work Year:** 10 months.

**Evaluation:** Performance of this position will be evaluated by the Principals of West Oak Campus. Renewal of the contract shall be considered at a meeting of the Board of Education annually. If the contract is not to be renewed or the position changed, notification is to be given at least thirty (30) days prior to the termination of the contract.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed and Agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_

*Diamond Lake School District #76 assures Equal Employment Opportunities and equal education opportunities for employees and students as required by Federal and State Orders and Laws. This job description is intended to accurately reflect the position activities and requirements. However, management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all in-inclusive list of all the responsibilities, skills, or working conditions associated with the position.*

**Other Skills and Abilities:**

Ability to apply knowledge of current research and theory in specific field. Ability to establish and maintain effective working relationships with students, staff and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Education policies.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, copier and fax machine.

The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment can vary from very quiet to noisy.

**DIRECTOR OF STUDENT SERVICES  
EMPLOYMENT CONTRACT  
(2023-2024)**

**AGREEMENT** made this 18th day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **DR. KELLY OLSEN** (hereinafter referred to as the “Director of Student Services”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Director of Student Services in the position of Director of Student Services for a one (1) year period, commencing on July 17, 2023, and terminating on June 14, 2024, at an annual salary of One Hundred Twenty-Nine Thousand Seven Hundred Ninety-Two Dollars and No Cents (\$129,792) for the 2023-2024 Contract Year. The Director of Student Services’ salary shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). The term “Contract Year” shall refer to the period under this Contract commencing on July 17, 2023 and ending on June 14, 2024. The Director of Student Services hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ Retirement System and Health Insurance Security Fund.** The annual salary stated in paragraph A.1 of this Contract includes the payment by the Board on behalf of the Director of Student Services of her required contributions to the TRS and the Teachers’ Health Insurance Security Fund (“THIS”). The Director of Student Services 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 TRS and THIS. Both Parties acknowledge that the Director of Student Services did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Director of Student Services’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Director of Student Services pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

## B. CONDITIONS OF EMPLOYMENT

1. **License.** During the term of this Contract, the Director of Student Services shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying her to act as a school Director of Student Services in the District.

2. **Employment Representations.** The Director of Student Services represents that she is not under contract with any other school district for any portion of the term covered by this Contract. The Director of Student Services further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Director of Student Services shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Director of Student Services also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Director of Student Services may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Director of Student Services's salary and benefits provided under this Contract are not reduced.

## C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Director of Student Services in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of her duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Director of Student Services in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Director of Student Services with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Director, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Director of Student Services to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Director of Student Services's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

**3. Sick and Personal Leave.** The Director of Student Services shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Director of Student Services may use up to four (4) sick leave days as personal leave days.

**4. Paid Days Off.** As part of the Principal's 11-month contract, she will not be required to work from June 17 - July 12, in addition to winter break, spring break and all school holidays. The principal will not be receiving additional paid vacation days.

**5. Professional Organizations.** The Director of Student Services may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

**6. Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Director of Student Services may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Director of Student Services confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

**7. Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of her job duties, the Director of Student Services needs to have access to an automobile in order to perform her job duties and that she must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Director of Student Services is away from the District. Accordingly, the Board will provide the Director of Student Services with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Director of Student Services. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

## **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

**1. Responsibilities and Duties.** The Director of Student Services shall be responsible for performing all of the responsibilities and duties of a school Director of Student Services as set forth in the attached job description (attached hereto as Exhibit A), including but not limited to,

supervising the operation of West Oak Middle School, as the Board shall determine necessary, and shall have as her primary responsibility the improvement of instruction. The Director of Student Services shall also assume administrative responsibilities and instructional leadership, 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 his assigned attendance area.

The Director of Student Services shall submit recommendations, as requested, to the Superintendent concerning the appointment, retention, promotion, and assignment of all personnel assigned to her attendance centers and shall keep such other registers, records and reports as may be directed by the Superintendent and the Board or required by law. The Director of Student Services shall be responsible for, and deemed to have knowledge of, all of the policies and rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.** The Director of Student Services shall devote her entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Director of Student Services 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 Director of Student Services may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

**3. Evaluation.** The Director of Student Services shall be evaluated by the Superintendent or designee by May 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with Section 5/24A-15 of the *School Code*. One copy of each evaluation shall be included in the Director of Student Services's personnel file and one copy shall be provided to the Director of Student Services. The Superintendent or designee will report to the Board the results of the evaluation process.

## **E. RENEWAL AND AMENDMENT OF CONTRACT**

**1. Renewal.** At the end of this Contract, the Board and Director of Student Services may mutually agree to renew the employment of the Director of Student Services for a one (1) year period. In such an event, the Board shall take specific action to enter into a new contract of employment with the Director of Student Services.

**2. Non-Renewal.** In the event the Board determines not to renew the employment of the Director of Student Services, this Contract shall expire on June 14, 2024. The Director of Student Services shall receive notice of intent not to renew her employment in accordance with any applicable requirements of the *School Code*.

**3. 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 Director of Student Services or as an extension of the termination date of this Contract.

4. **Reclassification.** The Director of Student Services may be reclassified by demotion or reduction in rank from one position within the School District to another for which a lower salary is paid in accordance with Section 10-23.8b of the *School Code*, if such section of the *School Code* is applicable.

## F. TERMINATION

1. **Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Director of Student Services gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Director of Student Services shall be considered permanently disabled if (a) the Director of Student Services has been absent from her employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) she presents to the Board a physician's statement certifying that she is permanently disabled or incapacitated. All obligations of the Board shall cease should the Director of Student Services become permanently disabled, and the Board may, at its option, terminate the Director of Student Services's employment upon thirty (30) days written notice to the Director of Student Services and after providing the Director of Student Services with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Director of Student Services that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Director of Student Services, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Director of Student Services chooses to be accompanied by legal counsel, the Director of Student Services shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Director of Student Services, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Director of Student Services or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall insure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18th day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**DIRECTOR OF STUDENT SERVICES**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Dr. Kelly Olsen**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A**  
**JOB DESCRIPTION FOR DIRECTOR OF STUDENT SERVICES**

(attached)

**DIRECTOR OF INSTRUCTION AND PERSONNEL EMPLOYMENT  
CONTRACT  
(2024-2026)**

**AGREEMENT** made this 18<sup>th</sup> day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **DR. PETER CUNNINGHAM** (hereinafter referred to as the “Director of Instruction”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Director of Instruction in the position of Director of Instruction and Personnel for a multiyear period of three (3) years, commencing on July 1, 2023, and terminating on June 30, 2026, at an annual salary of One Hundred Forty-Two Thousand Four Hundred Fifty-Nine Dollars and No Cents (\$142,459) for the 2023-2024 Contract Year, payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). Salary in subsequent years of this Contract shall be determined by the Board in its sole discretion. The term “Contract Year” shall refer to the period under this Contract commencing on July 1 and ending on June 30. The Director of Instruction hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ 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 Director of Instruction his required member contributions to the Teachers’ Retirement System (“TRS”) and the Teachers’ Health Insurance Security Fund (“THIS”). The Director of Instruction 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 TRS and THIS. Both Parties acknowledge that the Director of Instruction did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Director of Instruction’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Director of Instruction pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

## B. CONDITIONS OF EMPLOYMENT

1. **License.** During the term of this Contract, the Director of Instruction shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying him to act as the Director of Instruction for Instructional and Personnel Services in the District.

2. **Employment Representations.** The Director of Instruction represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Director of Instruction further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Director of Instruction shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Director of Instruction also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Director of Instruction may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Director of Instruction's salary and benefits provided under this Contract are not reduced.

## C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Director of Instruction in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Director of Instruction in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Director of Instruction with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Director, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Director of Instruction to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Director of Instruction's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

**3. Sick and Personal Leave.** The Director of Instruction shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Director of Instruction may use up to four (4) sick leave days as personal leave days.

**4. Vacation.** The Director of Instruction shall be entitled to a paid vacation of twenty (20) working days during the term of this Contract (in addition to ten (10) vacation days for winter break and five (5) vacation days for spring break). Vacation days must be taken during the term of this Contract and may not be carried over into any subsequent Contract Year and shall be forfeited if not used. The Director of Instruction shall also be entitled to all legal school holidays. The Board reserves the right to buy back up to five (5) vacation days from the Director of Instruction. Any vacation time to be taken in excess of five (5) consecutive school days shall be mutually agreed upon by the Superintendent and the Director of Instruction.

**5. Professional Organizations.** The Director of Instruction may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

**6. Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Director of Instruction may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Director of Instruction confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

**7. Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Director of Instruction needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Director of Instruction is away from the District. Accordingly, the Board will provide the Director of Instruction with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Director of Instruction. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

## **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

1. **Responsibilities and Duties.** The Director of Instruction shall be responsible for performing all of the responsibilities and duties of the Director of Instruction for Instructional and Personnel Services as set forth in the attached job description (attached hereto as Exhibit A). The Director of Instruction shall be responsible for, and deemed to have knowledge of, all of the policies and rules and regulations established by the Board and shall comply with their requirements.

2. **Extent of Service.** The Director of Instruction shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Director of Instruction 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 Director of Instruction may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

3. **Evaluation.** The Director of Instruction shall be evaluated by the Superintendent or designee by May 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with the *School Code*. One copy of each evaluation shall be included in the Director of Instruction's personnel file and one copy shall be provided to the Director of Instruction. The Superintendent or designee will report to the Board the results of the evaluation process.

4. **Performance Goals and Indicators.** This Contract is a performance-based contract linked to student performance and academic improvement of the District for those buildings and operations of the District over which the Director of Instruction has supervisory authority. The Director of Instruction shall strive to meet the goals outlined in this paragraph during the term of this Contract.

Annually the Director of Instruction will assist the Superintendent to (a) evaluate the student performance, which shall include but not be limited to student performance on standardized tests, completion of the curriculum, attendance and dropout rates; (b) review the curriculum and instructional services of the District; and (c) report to the Board his findings as to (i) student performance and (ii) recommendations, if any, for curriculum or instructional changes as a result of his evaluation of student performance.

The presentation of the report shall constitute the achievement of the goals and indicators of student performance and academic improvement as required by this Contract and Section 10-23.8a of the *School Code*.

## **E. RENEWAL AND AMENDMENT OF CONTRACT**

1. **Renewal and Extensions.** Prior to the end of any year of this Contract, the Board and the Director of Instruction may mutually agree to renew or extend the employment of the Director of Instruction for a multi-year period, provided that the performance goals and indicators

set forth in paragraph D.4 of this Contract have been met. In such event, the Board shall take specific action to discontinue this Contract and enter into a new multi-year contract of employment.

2. **Non-Renewal.** In the event the Board determines not to renew the employment of the Director of Instruction, this Contract shall expire on June 30, 2024. The Director of Instruction shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

3. **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 Director of Instruction or as an extension of the termination date of this Contract.

## F. TERMINATION

1. **Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Director of Instruction gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Director of Instruction shall be considered permanently disabled if (a) the Director of Instruction has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Director of Instruction become permanently disabled, and the Board may, at its option, terminate the Director of Instruction's employment upon thirty (30) days written notice to the Director of Instruction and after providing the Director of Instruction with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Director of Instruction that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Director of Instruction, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Director of Instruction chooses to be accompanied by legal counsel, the Director of Instruction shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Director of Instruction, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Director of Instruction or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

IN WITNESS WHEREOF, the Parties have executed this Agreement this 18<sup>th</sup> day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**DIRECTOR OF INSTRUCTION  
AND PERSONNEL**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Dr. Peter Cunningham**

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

**ATTEST:**

---

**Secretary**

**EXHIBIT A  
JOB DESCRIPTION FOR  
DIRECTOR OF INSTRUCTION AND PROFESSIONAL DEVELOPMENT**

622329\_1

**DIRECTOR OF TECHNOLOGY AND COMMUNICATIONS  
EMPLOYMENT CONTRACT  
(2024-2026)**

AGREEMENT made this 18<sup>th</sup> day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **ERIC HANSEN** (hereinafter referred to as the “Director”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Director in the position of Director of Technology and Communications for a multiyear period of three (3) years, commencing on July 1, 2023, and terminating on June 30, 2026, at an annual salary of One Hundred Seventeen Thousand Forty-Three Dollars and No Cents (\$117,043) for the 2023-2024 Contract Year. The Board will also provide the Director with an annual stipend of Ten Thousand Dollars and No Cents (\$10,000). The Director’s salary and stipend shall be payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). Salary and stipend in subsequent years of this Contract shall be determined by the Board in its sole discretion. The term “Contract Year” shall refer to the period under this Contract commencing on July 1 and ending on June 30. The Director hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ 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 Director his required member contributions to the Teachers’ Retirement System (“TRS”) and the Teachers’ Health Insurance Security Fund (“THIS”). The Director 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 TRS and THIS. Both Parties acknowledge that the Director did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Director’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Director pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related TRS issues shall be made by TRS and, where applicable, a court of competent jurisdiction.

## B. CONDITIONS OF EMPLOYMENT

1. **License.** During the term of this Contract, the Director shall hold and maintain a valid and properly registered license issued by the Illinois State Board of Education qualifying him to act as the Director of Technology and Communications in the District.

2. **Employment Representations.** The Director represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Director further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Director shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Director also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Director may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Director's salary and benefits provided under this Contract are not reduced.

## C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Director in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Director in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Director with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Director, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation

or other official guidance subjecting the Board or the Director to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Director's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

**3. Sick and Personal Leave.** The Director shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of fourteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Director may use up to four (4) sick leave days as personal leave days.

**4. Vacation.** The Director shall be entitled to a paid vacation of twenty (20) working days during the term of this Contract (in addition to ten (10) vacation days for winter break and five (5) vacation days for spring break). Vacation days must be taken during the term of this Contract and may not be carried over into any subsequent Contract Year and shall be forfeited if not used. The Director shall also be entitled to all legal school holidays. The Board reserves the right to buy back up to five (5) vacation days from the Director. Any vacation time to be taken in excess of five (5) consecutive school days shall be mutually agreed upon by the Superintendent and the Director.

**5. Professional Organizations.** The Director may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

**6. Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Director may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Director confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

**7. Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Director needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Director is away from the District. Accordingly, the Board will provide the Director with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Director. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

#### **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

**1. Responsibilities and Duties.** The Director shall be responsible for performing all of the responsibilities and duties of the Director of Technology and Communication as set forth in the attached job description (attached hereto as Exhibit A). The Director shall be responsible for, and deemed to have knowledge of, all of the policies and rules and regulations established by the Board and shall comply with their requirements.

2. **Extent of Service.** The Director shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Director 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 Director may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

3. **Evaluation.** The Director shall be evaluated by the Superintendent or designee by May 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with the *School Code*. One copy of each evaluation shall be included in the Director's personnel file and one copy shall be provided to the Director. The Superintendent or designee will report to the Board the results of the evaluation process.

4. **Performance Goals and Indicators.** This Contract is a performance-based contract linked to student performance and academic improvement of the District for those buildings and operations of the District over which the Director has supervisory authority. The Director shall strive to meet the goals outlined in this paragraph during the term of this Contract.

Annually the Director will assist the Superintendent to (a) evaluate the student performance, which shall include but not be limited to student performance on standardized tests, completion of the curriculum, attendance and dropout rates; (b) review the curriculum and instructional services of the District; and (c) report to the Board his findings as to (i) student performance and (ii) recommendations, if any, for curriculum or instructional changes as a result of his evaluation of student performance.

The presentation of the report shall constitute the achievement of the goals and indicators of student performance and academic improvement as required by this Contract and Section 10-23.8a of the *School Code*.

## **E. RENEWAL AND AMENDMENT OF CONTRACT**

1. **Renewal and Extensions.** Prior to the end of any year of this Contract, the Board and the Director may mutually agree to renew or extend the employment of the Director for a multi-year period, provided that the performance goals and indicators set forth in paragraph D.4 of this Contract have been met. In such event, the Board shall take specific action to discontinue this Contract and enter into a new multi-year contract of employment.

2. **Non-Renewal.** In the event the Board determines not to renew the employment of the Director, this Contract shall expire on June 30, 2024. The Director shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

3. **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 Director or as an extension of the termination date of this Contract.

## F. TERMINATION

1. **Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Director gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Director shall be considered permanently disabled if (a) the Director has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Director become permanently disabled, and the Board may, at its option, terminate the Director's employment upon thirty (30) days written notice to the Director and after providing the Director with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Director that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Director, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Director chooses to be accompanied by legal counsel, the Director shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Director, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Director or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18<sup>th</sup> day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**DIRECTOR OF TECHNOLOGY AND  
COMMUNICATIONS**

\_\_\_\_\_  
**Eric Hansen**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A  
JOB DESCRIPTION FOR  
DIRECTOR OF TECHNOLOGY AND COMMUNICATIONS**

622354\_1

**CHIEF FINANCIAL OFFICER/CSBO  
EMPLOYMENT CONTRACT  
(2024-2026)**

AGREEMENT made this 18<sup>th</sup> day of April, 2023, between the **BOARD OF EDUCATION OF DIAMOND LAKE SCHOOL DISTRICT NO. 76, LAKE COUNTY, ILLINOIS** (hereinafter referred to as the “Board,”) and **ERIC ROGERS** (hereinafter referred to as the “Director”) (hereinafter collectively referred to as the “Parties.”) As of its commencement date set forth below in paragraph A.1, this Contract supersedes and replaces all past agreements and contracts in place between the Parties, and as such, any such prior agreements and contracts are terminated.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Director in the position of Chief Financial Officer/CSBO for a multiyear period of three (3) years, commencing on July 1, 2023, and terminating on June 30, 2026, at an annual salary of One Hundred and Fifty Thousand and No Cents (\$150,000.00) for the 2023-2024 Contract Year, payable in twenty-four (24) equal installments in accordance with the rules of the Board governing payments of other administrative staff members in Diamond Lake School District No. 76 (“District”). Salary in subsequent years of this Contract shall be determined by the Board in its sole discretion. The term “Contract Year” shall refer to each period under this Contract commencing on July 1, and ending on June 30. The Director hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers’ 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 Director his required member contributions to the Teachers’ Retirement System (“TRS”) and the Teachers’ Health Insurance Security Fund (“THIS”). The Director 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 TRS and THIS. Both Parties acknowledge that the Director did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the TRS and THIS, and further acknowledge that such contributions are made as a condition of employment to secure the Director’s future services, knowledge and experience.

**3. Creditable Earnings.** The Parties hereby agree that the Board makes no representations regarding the creditable earnings status with respect to any compensation received by the Director pursuant to the terms of this Contract. Any and all determinations regarding creditable earnings, creditable service and related IMRF and/or TRS issues, as applicable, shall be made by such pension systems and, where applicable, a court of competent jurisdiction.

## B. CONDITIONS OF EMPLOYMENT

1. **Professional Educator License.** During the term of this Contract, the Director shall hold and maintain a valid and properly registered professional educator license with CSBO endorsement issued by the Illinois State Educator Preparation and Licensure Board qualifying him to act as the Chief Financial Officer/CSBO in the School District.

2. **Employment Representations.** The Director represents that he is not under contract with any other school district for any portion of the term covered by this Contract. The Director further represents that all information provided to the Board in the process of application for employment was true and complete.

3. **Medical Examination.** The Director shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Director also agrees to comply with all health requirements established by law.

4. **Transfer.** During the term of this Contract, the Director may be transferred to another position if it is in the best interests of the Board as determined by the Board in its sole discretion and the Director's salary and benefits provided under this Contract are not reduced.

## C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Director in accordance with Board procedures for pre-approved, reasonable expenses incurred in the performance of his duties. Business expenses shall not be eligible for reimbursement unless they were pre-approved in writing by the Superintendent and approved by the Board. Itemization of all expenses incurred pursuant to this provision shall be made by the Director in accordance with the regulations of the *Internal Revenue Code*, as amended.

2. **Insurance.** The Board will provide the Director with the following benefits:

- (a) The actual cost of Board-paid single Regular PPO hospitalization, medical, and dental insurance as provided under any program effective in the District, which is \$9,219.48 (in FY23). In addition, if elected by the Director, the Board will also contribute to the cost of single-plus coverage in the amount of \$3,250 for FY24 or, if elected by the Director, the Board will also contribute to the cost of full-family coverage in the amount of \$6,500 for FY24;
- (b) Board paid Professional/Management liability insurance; and
- (c) Board paid term life insurance, in the amount of \$40,000, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory or otherwise impermissible benefit under law or regulation or other official guidance subjecting the Board or the Director to potential penalties, fees or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Director's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit.

**3. Sick and Personal Leave.** The Director shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the amount of thirteen (14) days, which may be accumulated to a maximum of three hundred forty (340) days. The Director may use up to four (4) sick leave days as personal leave days.

**4. Vacation.** The Director shall be entitled to a paid vacation of twenty (20) working days during the term of this Contract (in addition to ten (10) vacation days for winter break and five (5) vacation days for spring break). Vacation days must be taken during the term of this Contract and may not be carried over into any subsequent Contract Year and shall be forfeited if not used. The Director shall also be entitled to all legal school holidays. The Board reserves the right to buy back up to five (5) vacation days from the Director. Any vacation time to be taken in excess of five (5) consecutive school days shall be mutually agreed upon by the Superintendent and the Director.

**5. Professional Organizations.** The Director may be reimbursed for dues and membership fees for professional organizations, upon prior approval of the Superintendent.

**6. Annuities and Deferred Compensation.** From the annual salary stated in paragraph A.1 of this Contract, the Director may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, and/or (2) authorize a salary reduction pursuant to and in accordance with Section 403(b) of the *Internal Revenue Code* and the terms of the Board's 403(b) Plan if offered, and provided that the Director confirms that any such deferrals and/or reductions are within *Internal Revenue Code* limitations.

**7. Automobile and Cell Phone Allowance.** The Board has determined that, by virtue of his job duties, the Director needs to have access to an automobile in order to perform his job duties and that he must be immediately reachable by the Board and other District administrators and staff during normal work hours, in the event of emergencies outside normal work hours, and/or when the Director is away from the District. Accordingly, the Board will provide the Director with One Hundred Dollars (\$100.00) monthly to account for automobile and cell phone expenses incurred by the Director. The allowance provided under this Paragraph is in lieu of any reimbursement or payment for work-related automobile expenses that may be provided under Board Policy No. 5:60 Expenses.

## **D. RESPONSIBILITIES, DUTIES AND EVALUATION**

**1. Responsibilities and Duties.** The Director shall be responsible for performing all of the responsibilities and duties of the Chief Financial Officer/CSBO as set forth in the attached

job description (attached hereto as Exhibit A). The Director shall be responsible for, and deemed to have knowledge of, all of the policies and rules and regulations established by the Board and shall comply with their requirements.

**2. Extent of Service.** The Director shall devote his entire time, attention, and energy to the business of the District and related professional activities. With the prior permission of the Superintendent, the Director 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 Director may not jeopardize the functioning of the District by any lengthy and conspicuous absence for such professional activities.

**3. Evaluation.** The Director shall be evaluated by the Superintendent or designee by May 1, 2024, and in accordance with the Board's evaluation plan for administrators. The evaluation shall be in writing and shall also be completed in accordance with the *School Code*. One copy of each evaluation shall be included in the Director's personnel file and one copy shall be provided to the Director. The Superintendent or designee will report to the Board the results of the evaluation process.

**4. Performance Goals and Indicators.** This Contract is a performance-based contract linked to student performance and academic improvement of the District for those buildings and operations of the District over which the Director has supervisory authority. The Director shall strive to meet the goals outlined in this paragraph during the term of this Contract.

Annually the Director will assist the Superintendent to (a) evaluate the student performance, which shall include but not be limited to student performance on standardized tests, completion of the curriculum, attendance and dropout rates; (b) review the curriculum and instructional services of the District; and (c) report to the Board his findings as to (i) student performance and (ii) recommendations, if any, for curriculum or instructional changes as a result of his evaluation of student performance.

The presentation of the report shall constitute the achievement of the goals and indicators of student performance and academic improvement as required by this Contract and Section 10-23.8a of the *School Code*.

## **E. RENEWAL AND AMENDMENT OF CONTRACT**

**1. Renewal and Extensions.** Prior to the end of any year of this Contract, the Board and the Director may mutually agree to renew or extend the employment of the Director for a multi-year period, provided that the performance goals and indicators set forth in paragraph D.4 of this Contract have been met. In such event, the Board shall take specific action to discontinue this Contract and enter into a new multi-year contract of employment.

**2. Non-Renewal.** In the event the Board determines not to renew the employment of the Director, this Contract shall expire on June 30, 2024. The Director shall receive notice of intent not to renew his employment in accordance with any applicable requirements of the *School Code*.

3. **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 Director or as an extension of the termination date of this Contract.

## F. TERMINATION

1. **Grounds for Termination.** This Contract may be terminated during its term by:

- (a) Mutual agreement;
- (b) Permanent disability;
- (c) Discharge for cause;
- (d) Resignation, provided, however, that the Director gives the Board at least ten (10) work days' notice; and
- (e) Death;

2. **Permanent Disability.** The Director shall be considered permanently disabled if (a) the Director has been absent from his employment or otherwise unable to perform the essential job functions, after exhaustion of all available leave, for a period of ninety (90) consecutive work days or (b) he presents to the Board a physician's statement certifying that he is permanently disabled or incapacitated. All obligations of the Board shall cease should the Director become permanently disabled, and the Board may, at its option, terminate the Director's employment upon thirty (30) days written notice to the Director and after providing the Director with the opportunity for a hearing before the Board on the issues of disability and performance.

3. **Cause.** Discharge for cause during the term of this Contract shall be for any conduct, act, or failure to act by the Director that is deemed to be detrimental to the best interests of the District, as determined by the Board in its sole discretion. Reasons for discharge for cause shall be given in writing to the Director, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Director chooses to be accompanied by legal counsel, the Director shall bear any costs therein involved. The Board hearing shall be conducted in executive session. Nothing shall prohibit the Board from suspending the Director, with or without pay, pending the completion of the requirements of this paragraph.

## G. MISCELLANEOUS

1. **Notice.** 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 Director or the President of the Board at the administrative offices of the District, or as otherwise agreed by the Parties.

2. **Applicable Law.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The Contract is further subject to the Board's policies, rules and regulations as now or hereafter adopted.

3. **Headings and Numbers.** 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. **Counterparts.** 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. Facsimile/electronic transmission of this executed Contract is acceptable.

5. **Entire Agreement.** 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. **Severability.** If any provision of this Contract shall be deemed invalid, the invalidity of any portion hereof, shall not affect the validity of the remainder hereunder.

7. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this 18<sup>th</sup> day of April, 2023, upon formal approval by the Board at a duly convened meeting held this same date.

**SIGNATURE PAGE FOLLOWS**

**CHIEF FINANCIAL OFFICER/CSBO**

**BOARD OF EDUCATION OF  
DIAMOND LAKE SCHOOL  
DISTRICT NO. 76  
LAKE COUNTY, ILLINOIS**

\_\_\_\_\_  
**Eric Rogers**

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

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**EXHIBIT A  
JOB DESCRIPTION FOR  
DIRECTOR OF FINANCE AND OPERATIONS/CSBO**

(attached)

427059\_1

| 23-24 Board of Education Meetings | Confirmed |           |
|-----------------------------------|-----------|-----------|
| July 18, 2023                     | ✓         |           |
|                                   |           |           |
| August 8, 2023                    | ✓         |           |
| August 22, 2023                   | ✓         |           |
|                                   |           |           |
| September 5, 2023                 | ✓         |           |
| September 19, 2023                | ✓         |           |
|                                   |           |           |
| October 3, 2023                   | ✓         |           |
| October 24, 2023                  | ✓         |           |
|                                   |           |           |
| November 14, 2023                 | ✓         |           |
| November 28, 2023                 | ✓         |           |
|                                   |           |           |
| December 12, 2023                 | ✓         |           |
|                                   |           |           |
| January 23, 2024                  | ✓         |           |
|                                   |           |           |
| February 6, 2024                  | ✓         |           |
| February 20, 2024                 | ✓         |           |
|                                   |           |           |
| March 5, 2024                     | ✓         |           |
| March 19, 2024                    | ✓         |           |
|                                   |           |           |
| April 9, 2024                     | ✓         |           |
| April 23, 2024                    | ✓         |           |
|                                   |           |           |
| May 7, 2024                       | ✓         |           |
| May 22, 2024                      | ✓         | Wednesday |
|                                   |           |           |
| June 4, 2024                      | ✓         |           |
| June 18, 2024                     | ✓         |           |



Hiram Carrero <hcarrero@dist76.org>

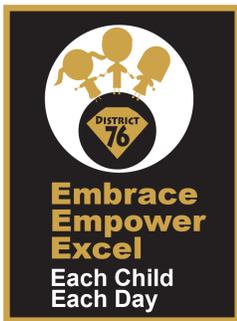
## Fwd: FOIA - District Mission Statement

2 messages

**Bhavna Sharma-Lewis** <bsharmalewis@dist76.org>  
To: Hiram Carrero <hcarrero@dist76.org>

Mon, Apr 10, 2023 at 12:45 PM

Please provide the response and include it in the next BOE Meeting packet. Thank you.



**Bhavna Sharma Lewis Ph.D**  
Superintendent of Schools  
Diamond Lake School District 76  
26156 North Acorn Lane  
Mundelein, IL 60060

Email: [bsharmalewis@dist76.org](mailto:bsharmalewis@dist76.org)  
Office: 847-566-9221  
Web: Superintendent of Schools



----- Forwarded message -----

From: **Vince Espi** <[foia@news.locallabs.com](mailto:foia@news.locallabs.com)>  
Date: Mon, Apr 10, 2023 at 12:31 PM  
Subject: FOIA - District Mission Statement  
To: <[bsharmalewis@dist76.org](mailto:bsharmalewis@dist76.org)>

To whom it may concern,

I am writing to you on behalf of Local Labs, which is an online publication that reports on and informs the citizens of Illinois about their local and state government's activities. I apologize if this is a duplicate request. If you have already responded with your mission statement, please ignore this email.

Please provide the following information:

1. A copy of your district's current mission statement

2. Copies of any previous mission statements, provided they have changed them in recent past.

Please provide the records in electronic format. Preferably transferred via email or an online file hosting service (such as Dropbox).

As a media organization requesting these records primarily for the benefit of the general public, we request that any fees be waived. Thank you for your prompt assistance in providing these records.

Kind regards,

Vince Espi

Local Labs

This e-mail may contain confidential material. If you were not an intended recipient, please notify the sender and delete all copies. Please note that we monitor all e-mail messages to and from our network.

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**Hiram Carrero** <[hcarrero@dist76.org](mailto:hcarrero@dist76.org)>  
To: Bhavna Sharma-Lewis <[bsharmalewis@dist76.org](mailto:bsharmalewis@dist76.org)>

Tue, Apr 11, 2023 at 10:41 AM

Is it somewhere on our website?



**Hiram E. Carrero**  
Executive Assistant to the Superintendent &  
Board of Education  
Diamond Lake School District 76  
26156 North Acorn Lane  
Mundelein, IL 60060  
Email: [hcarrero@dist76.org](mailto:hcarrero@dist76.org)  
Office: 847-566-9221

[Quoted text hidden]



# Diamond Lake School District 76

Embrace Empower Excel Each Child Each Day

04.11.2023

**VIA EMAIL**

Vince Espi  
Local Labs  
foia@news.locallabs.com

**RE: RESPONSE TO FOIA REQUEST**

Hello,

Thank you for writing Diamond Lake School District 76 with your request for information Pursuant with 5ILCS140/1 et seq,. This email responds to your Freedom of information Act (FOIA) request dated **04.10.23** for:

1. A copy of your district's current mission statement
2. Copies of any previous mission statements, provided they have changed them in the recent past.

Please note that the information is included in the email sent on 04.11.2023.

Sincerely,

Bhavna Sharma-Lewis, Ph.D.  
Superintendent

---

## Fwd: SEDOL Spotlight

1 message

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**Bhavna Sharma-Lewis** <bsharmalewis@dist76.org>  
To: Hiram Carrero <hcarrero@dist76.org>

Wed, Apr 12, 2023 at 8:22 AM

Good Morning-please add to notices for Ble 4.18. Thank you!

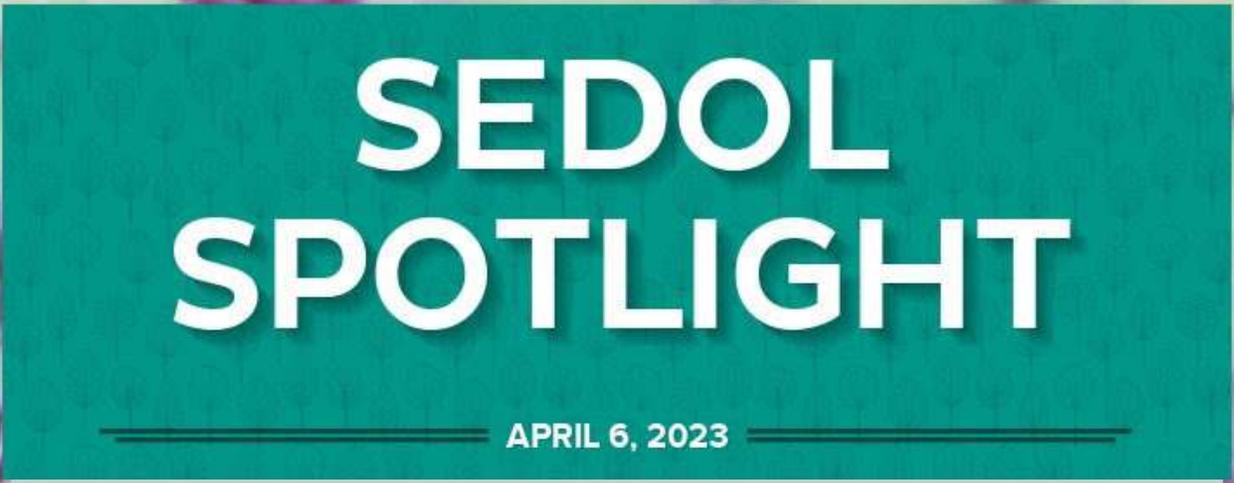
----- Forwarded message -----

From: **Martinez, Sara** <[smartinez@sedol.us](mailto:smartinez@sedol.us)>

Date: Wed, Apr 12, 2023 at 7:50 AM

Subject: Fwd: SEDOL Spotlight

To:

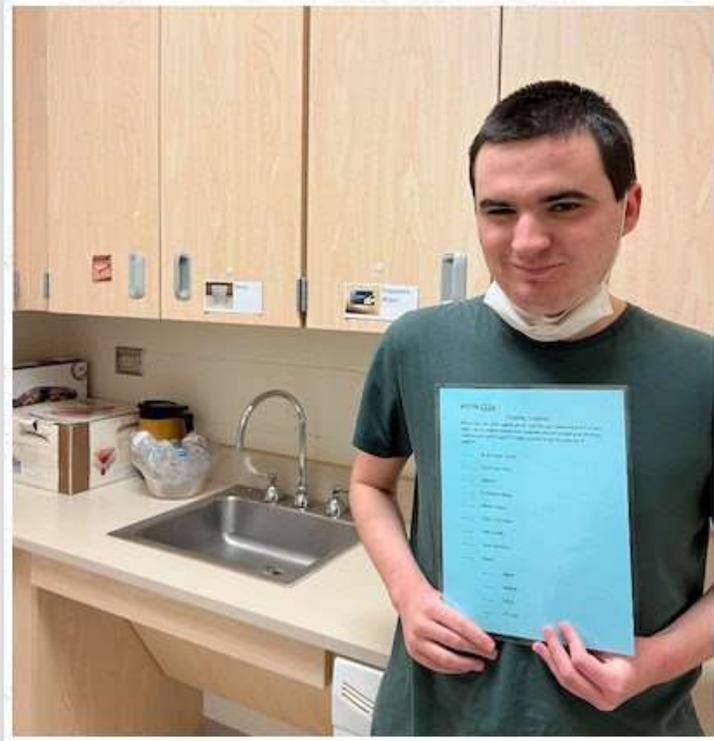


# SEDOL SPOTLIGHT

APRIL 6, 2023

## LAREMONT TRANSITION SUCCESS

Laremont transition classes along with their new custodian, Brian are supporting the basic supply needs across the building. With this system of ordering, stocking, and refilling students are able to experience vocational success. Hats off to the team at Laremont for developing and implementing this program.



## CYD LASH ACADEMY STUDENTS DOING GREAT THINGS

Congratulations to CLA students who won the sportsmanship award at the annual CAEEL basketball tournament and art show. Students are currently participating in Chess.





## PROUD MOMENT

A proud teacher moment... the Friday before spring break when all 3 students were engaged as they wrote about what they had planned for spring break!!



## LAKE COUNTY EDUCATORS OF THE YEAR

The following SEDOL staff have been nominated for the Lake County Educator of the Year:

**Angel O'Rouke**

Diverse Learner Teacher, DHH Program at John Powers Center

**Candace Tackes**

Diverse Learner Teacher, LASSO 1 Program at Frederick School

**Juliette Sheedy**

Educational Support Personnel, LASSO 3 at Fairhaven School

**Rosie Vondrak**

Educational Support Personnel, High School ED-Alt at Cyd Lash Academy

These individuals were nominated by their peers or administration due to the outstanding work they do each day to go above and beyond for SEDOL students. They will be recognized on May 10th at an all Lake County ceremony hosted by the Regional Office of Education.

Congratulations Angel, Candy, Juliette and Rosie on this prestigious nomination and thank you for providing exceptional services for exceptional students.



**Saturday April 29th**

**5pm-9:30pm**

**Holy Cross Lutheran Church  
1151 N. St. Mary's Rd., Libertyville**

Tickets \$250 per table, 8 person maximum.  
24 tables available. Ticket sales open March 1st @  
[www.Laremontpsso.org](http://www.Laremontpsso.org)

**Bring your own food & drinks!**

**Game play starts at 6:00pm**

Silent auction baskets & student projects available for  
viewing/bidding until 8:30pm.

The Pink Cupcake Creations will be selling treats, a portion  
of proceeds will go to the PSO.

**The PSO accepts cash, check or Zelle**

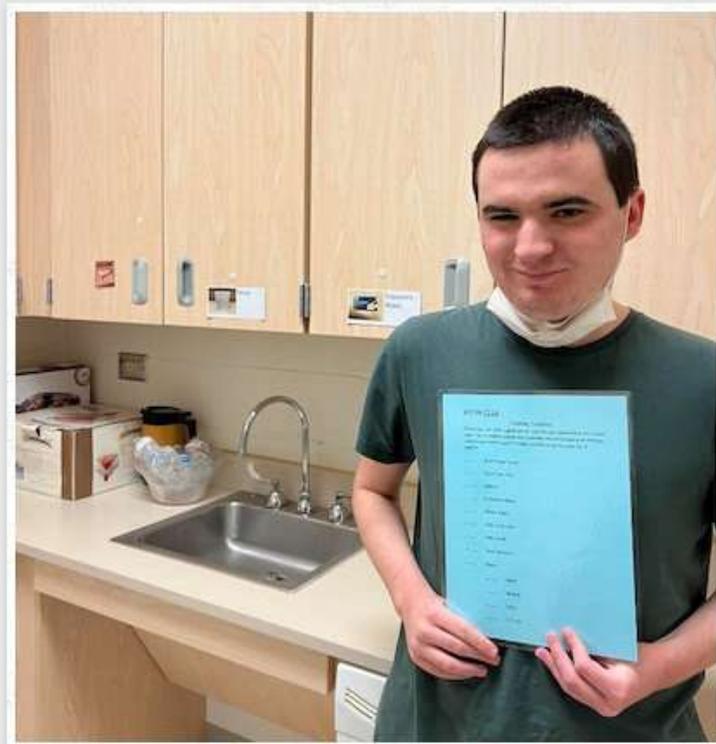


# Foco SEDOL

6 de abril de 2023

## ÉXITO DE LA TRANSICIÓN DE LAREMONT

Las clases de transición de Laremont junto con su nuevo conserje, Brian, están apoyando las necesidades básicas de suministros en todo el edificio. Con este sistema de pedidos, almacenamiento y recarga, los estudiantes pueden experimentar el éxito vocacional. Felicitaciones al equipo de Laremont por desarrollar e implementar este programa.



# ESTUDIANTES DE CYD LASH ACADEMY HACIENDO GRANDES COSAS

Felicitaciones a los estudiantes de CLA que ganaron el premio a la deportividad en el torneo anual de baloncesto y exhibición de arte CAEEL. Los estudiantes están participando actualmente en Ajedrez.



**MOMENTO ORGULLOSO**

Un momento de orgullo para el maestro... ¡el viernes antes de las vacaciones de primavera cuando los 3 estudiantes estaban comprometidos mientras escribían sobre lo que habían planeado para las vacaciones de primavera!



## EDUCADORES DEL AÑO DEL CONDADO DE LAKE

El siguiente personal de SEDOL ha sido nominado para el Educador del Año del Condado de Lake:

**Ángel O'Rouke**

Maestra de aprendizaje diverso, programa DHH en John Powers Center

**Candace tachuelas**

Maestra de aprendizaje diverso, Programa LASSO 1 en la Escuela Frederick

**Julieta Sheedy**

Personal de Apoyo Educativo, LASSO 3 en la Escuela Fairhaven

**Rosie Vondrak**

Personal de apoyo educativo, ED-Alt de escuela secundaria en Cyd Lash Academy

Estas personas fueron nominadas por sus compañeros o la administración debido al trabajo sobresaliente que realizan cada día para ir más allá por los estudiantes de SEDOL. Serán reconocidos el 10 de mayo en una ceremonia en todo el condado de Lake organizada por la Oficina Regional de Educación.

Felicitaciones Angel, Candy, Juliette y Rosie por esta prestigiosa nominación y gracias por brindar servicios excepcionales para estudiantes excepcionales.



**sábado 29 de abril**

**5pm-9:30pm**

**Holy Cross Lutheran Church  
1151 N. St. Mary's Rd., Libertyville**

Entradas \$250 por mesa, máximo 8 personas.  
24 mesas disponibles. Venta de boletos abierta el 1 de  
marzo @

[www.Laremontpso.org](http://www.Laremontpso.org)

**¡Trae tu propia comida y bebida!**

**El juego comienza a las 6:00 p.m.**

Canastas de subasta silenciosa y proyectos estudiantiles  
disponibles para ver/ofertar hasta las 8:30 p. m.

Pink Cupcake Creations venderá golosinas, una parte de  
las ganancias se destinará a PSO.

**El PSO acepta efectivo, cheque o Zelle.**

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Sara Martinez  
Administrative Assistant to the Superintendent  
Special Education District of Lake County  
847-986-2319

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**Bhavna Sharma Lewis Ph.D**  
Superintendent of Schools  
Diamond Lake School District 76  
26156 North Acorn Lane  
Mundelein, IL 60060

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**HELPING YOUR  
CHILD STAY  
ORGANIZED  
USING EXECUTIVE  
FUNCTIONING SKILLS**

# PARENT UNIVERSITY

