

AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
KANELAND COMMUNITY UNIT SCHOOL DISTRICT NO. 302
AND **DR. JACQUELYN BOGAN**, ASSISTANT SUPERINTENDENT FOR BUSINESS/CSBO,
KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

CONTRACT OF EMPLOYMENT

AGREEMENT made this 28th day of May, 2025, by and between the Board of Education, Kaneland Community Unit School District No. 302, (hereinafter “the Board”) and Dr. Jacquelyn Bogan (hereinafter “the Assistant Superintendent”), ratified by motion adopted at the regular meeting of the Board held on May 28th, 2025, and as found in the minutes of that meeting.

IT IS AGREED:

1) Employment – The Assistant Superintendent is hereby hired and retained to work 260 days from July 1, 2025 to June 30, 2026 as Assistant Superintendent for Business/CSBO for Kaneland Community District No. 302, Kane and DeKalb Counties, Illinois. The Assistant Superintendent hereby accepts and agrees to such hiring, engagement, and employment subject to the general supervision and pursuant to the orders, advice, and direction of the Board.

2) Duties – The duties and responsibilities of the Assistant Superintendent shall be all those duties incident to the office of Assistant Superintendent as set forth in the job descriptions as prescribed by Board policy; those obligations imposed by the law of the State of Illinois upon the Assistant Superintendent; in addition, to perform such other duties as from time to time may be assigned to the Assistant Superintendent by the Board.

3) Salary – In consideration of the following amounts, the Assistant Superintendent hereby agrees to devote such time, skill, labor, and attention to this employment, during the term of this Agreement, except as otherwise provided in this Agreement, and to perform faithfully the duties of Assistant Superintendent for the District as set forth in this Agreement by Board policies or in rules or regulations established by the Board.

- A. From July 1, 2025 through June 30, 2026, the Board shall pay the Assistant Superintendent a salary of One Hundred Sixty Thousand Five Hundred Two and 50/100 Dollars (\$160,502.50), not including the Teachers’ Retirement System (TRS) contribution.
- B. The Base Salary shall be paid in equal installments in accordance with the policy of the Board governing payment of salary to other certificated members of the professional staff. The Board retains the right to adjust the annual salary of the Assistant Superintendent during the term of this Agreement based on merit/performance in relation to annual goals and progress toward Performance and Improvement Based Goals contained in paragraph 7 below, provided that any salary adjustment does not reduce the annual salary below the figure stated in this Agreement. Any adjustment in salary made during this Agreement shall be in the form of an amendment and shall become a part of this Agreement. It is provided, however, that by so doing it shall not be considered that the Board has entered into a new agreement with the Assistant Superintendent nor that the termination date of this Agreement has been in any way extended.
- C. The Board shall pay on behalf of Assistant Superintendent all contributions to the Illinois Teachers’ Retirement System (TRS) and Teacher’s Health Insurance Security Fund (THIS) as required by Section 16-152.1 and Section 16-133.1 of the Illinois Pension Code, not to exceed the rate of contribution required on the effective date of this Agreement. The Board further agrees to pay and shelter that portion of the salary that is required as a contribution to TRS and THIS as of the effective date of this Agreement. Assistant Superintendent shall not have the option of choosing to receive directly the amounts contributed

AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
KANELAND COMMUNITY UNIT SCHOOL DISTRICT NO. 302
AND **DR. JACQUELYN BOGAN**, ASSISTANT SUPERINTENDENT FOR BUSINESS/CSBO,
KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

to TRS and THIS by the Board on his behalf, nor any right or claim to the contributions to TRS or THIS except as such may subsequently become available pursuant to the provisions of the Illinois Pension Code and TRS rules and regulations.

Additionally, The Board shall pay on behalf of Assistant Superintendent, as a participant in the TRS Tier II retirement system, a non-elective contribution to a 457(b)-account selected by Assistant Superintendent. This annuity is the amount that would have been paid to TRS on Assistant Superintendent's behalf by the Board had the Assistant Superintendent been a Tier I TRS member during the 2025-2026 school year. If the amount paid by the Board to TRS pursuant to Paragraph 3(C) above on behalf of Assistant Superintendent increases due to a change in the Illinois Pension Code, the annuity amount shall be decreased by the increase in the Board's contribution.

4) Benefits – In addition to receiving all other benefits granted to administrative staff members, the Board will provide the Assistant Superintendent with the following benefits:

- A. Full family medical, dental and long-term disability insurance coverage.
- B. Three (3) days for the purpose of addressing personal business. Unused personal leave shall be added to the administrators accumulated sick leave at a 1:2 ratio.
- C. Twelve (12) days of sick leave per year cumulative to three hundred forty (340) days.
- D. Fifty Thousand Dollars (\$50,000) life and accidental death and dismemberment insurance.

5) Vacation – The Assistant Superintendent shall receive twenty-five (25) calendar days of vacation during this agreement, exclusive of weekends and school holidays as defined in the School Code. The Assistant Superintendent may carry over vacation days through December 31 of the following school year from which the vacation days were earned.

6) Mileage Reimbursement - The Assistant Superintendent shall be reimbursed for mileage expenses according to Board policy.

7) Performance and Improvement Based Goals – Goals will be determined by the Superintendent or designee and the Assistant Superintendent.

8) Evaluation - Assistant Superintendent shall be evaluated by the Superintendent or designee not later than March 1, 2026.

9) Non-renewal or Reclassification – Written notice of non-renewal or written notice of reclassification must be given to the Assistant Superintendent, in writing, by the Board by April 1st, 2026.

10) Discharge for Cause – Throughout the terms of this Agreement, the Assistant Superintendent shall be subject to discharge for cause provided, however, that the Board does not arbitrarily or capriciously call for dismissal and that the Assistant Superintendent shall have the right to service of written charges, notice of hearing, and a hearing before the Board. If the Assistant Superintendent chooses to be accompanied by counsel at such hearing, all such personal expenses shall be paid by the Assistant Superintendent. Failure to comply with the terms and conditions of this Agreement shall also be sufficient cause for purposes of discharge as provided in this Agreement.

AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
KANELAND COMMUNITY UNIT SCHOOL DISTRICT NO. 302
AND **DR. JACQUELYN BOGAN**, ASSISTANT SUPERINTENDENT FOR BUSINESS/CSBO,
KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

11) Certification - The Assistant Superintendent shall furnish to the Board during the term of this Agreement, a valid and appropriate certificate to act as Assistant Superintendent in accordance with the laws of the State of Illinois and as directed by the Board.

12) Other Work - The Board encourages the Assistant Superintendent to undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations, subject to the written approval of the Board.

13) Professional Activities - The Assistant Superintendent shall be encouraged to attend appropriate professional meetings at local, state, and national levels to hold such memberships. The Assistant Superintendent can register for such meetings only with the written pre-approval of the Superintendent or designee. Upon prior approval by the Superintendent, such costs of attendance and memberships shall be reimbursed by the Board. If the Assistant Superintendent fails to obtain the pre-approval of the Superintendent or designee, the Assistant Superintendent shall reimburse the District for all costs associated with attendance at such conferences or meetings paid for with District funds.

14) Disability - Should the Assistant Superintendent be unable to perform the duties and obligations of this Agreement, by reasons of illness, accident, or other cause beyond Assistant Superintendent's control, and such disability exists for a period of more than thirty (30) days after the exhaustion of accumulated sick leave days and vacation days during any school year, Board, in its discretion, may make a proportionate deduction from the salary stipulated. If such disability continues for ninety (90) days or if such disability is permanent, irreparable, or of such nature as to make the performance of Assistant Superintendent's duties impossible, Board, as its option, may terminate this Agreement, whereupon the respective duties, rights, and obligations of the parties shall terminate.

15) Termination or Modification of this Agreement - During the term of this Agreement, the Board and the Assistant Superintendent may mutually agree, in writing, to terminate or modify this Agreement.

16) Medical Examination - In the first three (3) months of this Agreement, the Assistant Superintendent shall obtain a comprehensive medical examination at the District's expense. The Assistant Superintendent shall provide to the Board a copy of the examination or a certificate of the physician certifying the Assistant Superintendent's physical competence on a form approved by the Board. However, at anytime that the Board believes it is necessary, the Assistant Superintendent may be required to take a comprehensive medical and psychological examination from a physician identified by the Board, at the sole expense of the Board and on a form approved by the Board.

17) Notice - Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by registered or certified mail, addressed:

If to the Board, to:
Kaneland Community Unit School District No. 302

47W326 Keslinger Road
Maple Park, Illinois 60151

AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
KANELAND COMMUNITY UNIT SCHOOL DISTRICT NO. 302
AND **DR. JACQUELYN BOGAN**, ASSISTANT SUPERINTENDENT FOR BUSINESS/CSBO,
KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

If to Assistant Superintendent, to:

Dr. Jacquelyn Bogan

*Current address on file in the Human Resources department

18) Miscellaneous

- 18.1 This Agreement has been executed in Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.
- 18.2 Paragraph headings and numbers have been inserted for convenience or reference only, and if there shall be any conflict between any headings or numbers and the text of this Agreement, the text shall control.
- 18.3 This Agreement may be executed in one or more counterparts, each of which shall be considered an original, and which taken together shall be considered one and the same instrument.
- 18.4 This Agreement contains all of the terms agreed upon by the parties with respect to the subject matter of this Agreement and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter whether oral or written.

By: _____
Assistant Superintendent for Business/CSBO

Date

By: _____
President, Board of Education
Kaneland School District No. 302
Maple Park, Illinois 60151

Date

ATTEST:

Secretary
Board of Education
Kaneland School District No. 302
Maple Park, Illinois 60151

Date