

**BOARD OF EDUCATION
SANDRIDGE SCHOOL DISTRICT NO. 172
COOK COUNTY, ILLINOIS**

DIRECTOR OF STUDENT SUPPORT SERVICES EMPLOYMENT CONTRACT

Mr. David Hook, the Director, is hereby hired and retained from July 1, 2024, through and including June 30, 2025, and, as may be later agreed to by the parties.

In consideration of the mutual covenants hereinafter contained, it is hereby agreed, between the Board of Education of Sandridge School District No. 172, Cook County, Illinois, (hereinafter called the Board), and Mr. David Hook, a properly licensed and legally qualified School Administrator, (hereinafter called the "Director"), as follows:

1. **DUTIES:** The duties and responsibilities of a Director in and for this District shall be all those duties incident to the office of Director as set forth in the job description, those obligations imposed by the law of the State of Illinois upon Directors; and such other duties as from time to time may be assigned to the Director by the Superintendent of Schools and/or the Board.
2. **CONTRACT TERM AND PERFORMANCE GOALS:** The term of this contract shall be for the period stated above. The Director may annually request a one-year extension of this contract by notifying the Board in writing of his request. Any extension of this contract must be in writing, approved by vote of the Board, and signed by both parties.
3. **VACATION:** The Director shall have twenty (20) vacation days.
4. **SALARY:** The Director shall be paid a gross annual salary of One Hundred Four Thousand Eight Hundred and Fifty Dollars (\$104,850) for the 2024-2025 contract year. The Director shall be approved for 7 transitional days at the per diem rate during the month of June with the Superintendent's approval.
5. **STANDARDS:** All rules and regulations adopted by the Board establishing standards of health, physical fitness, education, and skills for the Director in its employ are hereby made a part of this contract by reference thereto.
6. **PENSION:** In addition to the Director's salary, the Board shall pay on behalf of the Director the full Teachers' Retirement System and THIS payments in the form of an employer paid pension contribution. It is the intention of the parties to qualify all such payments picked up and paid by the BOARD on the Director's behalf as employer payments pursuant to Section 414(h) of the *Internal Revenue Code of 1986*, as amended. The Director shall have no right or claim to the funds so remitted except as they may subsequently become available upon retirement or resignation from TRS. The Director does not have the option of choosing to receive the contributed amounts directly instead of having those contributions

paid by the BOARD to TRS. These contributions are made as a condition of the Director's employment for her future service, knowledge and experience.

7. MODIFICATION: The Board reserves the right to repeal, change, or modify any policy, rule, or regulation, which it has adopted or may hereafter adopt, subject, however, to restrictions placed upon it by the *School Code*.
8. EVALUATION: The Director shall be evaluated by the Superintendent of Schools pursuant to the Administrative Evaluation Plan. The Superintendent and Director, with input from the Board, may jointly develop additional goals and expectations of the Director's performance indicators. Additionally, the parties agree to review progress toward said goals periodically. The Board shall, as permitted by statute, exercise its option to renew or non-renew the contract for subsequent periods.
9. REIMBURSEMENT: The Board of Education agrees to reimburse the Director for personal expenses incurred on and for the position as follows:
 - a) TRAVEL: At the IRS (Internal Revenue Service) per mile rate for all travel on school-related business approved in advance by the Superintendent.
 - b) CONFERENCES: Conference expenses shall be Board paid upon the recommendation of the Superintendent.
 - c) TUITION: The Board agrees to provide reimbursement for continuing education approved by the Superintendent to a maximum of \$1,500 per year.
10. BENEFITS: The Director shall be entitled to such other fringe benefits as are determined by the Board.
 - a) HOSPITALIZATION AND MEDICAL: The Board shall provide the Director with a PPO Major Medical Group Insurance plan and shall include family coverage.
 - b) DENTAL: The Board shall provide the Director with PPO Dental plan and shall include family coverage.
 - c) VISION: The Board shall provide the Director with group vision insurance coverage and shall include family coverage.
 - d) LIFE INSURANCE: The Board shall provide the Director with a group term Life Insurance policy in the amount of \$100,000.
 - e) LEAVE: The Board shall provide the Director with fourteen (14) days of sick leave to be used only for the reasons outlined in school code. The

- Board shall provide the Director with two (2) personal days, which if unused shall convert to sick leave at the conclusion of this Contract.
11. The Director shall have no proprietary interest in his duties. The Board reserves the right during the terms of this contract to reassign the Director to another position in the District for which she is qualified or to remove any of her duties at no loss of compensation.
 12. The contract may be terminated before the end of the term by any of the following:
 - a) Mutual agreement of the parties.
 - b) The Director's resignation or retirement. However, the Director must obtain the Board's consent or provide the Board with at least thirty (30) day's written notice of the proposed resignation. Failure to notify will result in the assessment of liquidated damages payable to the Board in the amount of one month's salary.
 - c) Discharge for cause. "Cause" includes any conduct, act or omission which is detrimental to the best interests of the district, including, but not limited to, that which would constitute cause for dismissal of a tenured teacher.
 - d) The Director's permanent disability or incapacity at any time after the Director has exhausted sick leave and either 1) has been essentially absent or unable to perform most job functions for substantially all of a 3-month period, or 2) has been determined by a licensed physician to be disabled or incapacitated for an indeterminate time or for at least 6 months.
 13. MISCELLANEOUS
 - A. This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect.
 - B. Section 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.
 - C. 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.
 - D. 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, contracts, arrangements, and communications between the parties concerning such subject matter, whether oral or written.

- E. This Contract shall be binding upon and inure to the benefit of the Director, her successors, assigns, heirs, executors, and personal representatives, and shall be binding upon, and inure to the benefit of the Board, its successors and assigns.
- F. Except as may otherwise be provided, no subsequent alteration, amendment, change, or addition to this Contract shall be binding upon the parties unless reduced to writing and duly authorized and signed by each of them.
- G. The Board retains the right to repeal, change or modify any policies or procedures which it has adopted or may hereafter adopt, subject however, to restrictions contained in the *Illinois School Code* and other applicable law.
- H. If any section, provision, paragraph, phrase, clause or word contained herein is held to be void, invalid or contrary to law by a court of competent jurisdiction, it shall be deemed removed here from, and the remainder of this Contract shall continue to have its intended full force and effect.

IN WITNESS WHEREOF, the Board of Education has caused this contract to be executed by its President and Secretary this 16th day of May, 2024.