

**BELLE VALLEY SCHOOL DISTRICT NO. 119**

**ASSISTANT SUPERINTENDENT FOR STUDENT SERVICES CONTRACT**

**THIS AGREEMENT**, made this 1<sup>st</sup> day of April 2024, by and between the **BOARD OF EDUCATION, BELLE VALLEY SCHOOL DISTRICT NO. 119, BELLEVILLE, ILLINOIS**, hereinafter referred to as “the Board”, and **QUENNETTA CHAMBERS**, hereinafter referred to as “the Assistant Superintendent”, ratified by a resolution adopted by the Board of Education at a Meeting of the Board held on April 1, 2024, and found in the minutes of that meeting:

**IT IS AGREED**

1. **Employment.** Assistant Superintendent is hereby hired from April 8, 2024 to June 30, 2025 for Belle Valley School District No. 119. Those duty days worked prior to July 1, 2024 shall be prorated at the per diem rate calculated from July 1, 2024 to June 30, 2025 based on a 240 day contract to include vacation, sick and personal leave.
2. **Duties/Responsibilities.** The duties and responsibilities of the Assistant Superintendent of this District shall be those job duties incident to the office of Assistant Superintendent as set forth by the Assistant Superintendent job description approved by the Board of Education. Other duties and responsibilities incidental to the office of the Assistant Superintendent shall be assigned by the Superintendent. The Assistant Superintendent shall have charge of the administration of student services under the direction of the Superintendent.
  - A. The ASSISTANT SUPERINTENDENT shall diligently and conscientiously devote full and exclusive time and attention, and best efforts, to the discharge of duties as an ASSISTANT SUPERINTENDENT in the District.
  - B. The ASSISTANT SUPERINTENDENT shall report to and be under the direct supervision of the Superintendent of Schools.
  - C. The ASSISTANT SUPERINTENDENT shall carry out those duties and responsibilities as assigned by the Superintendent.
  - D. The ASSISTANT SUPERINTENDENT shall perform her duties in accordance with the provisions of the School Code and the policies and directives of the Board of Education duly adopted and promulgated by official action of the Board.

3. **Evaluation and Student Performance.**

Annually, but no later than March 1, the Superintendent shall review, with the Assistant Superintendent a written evaluation directly reflective of the performance based goals set forth within this document as well as general Assistant Superintendent responsibilities.

The parties agree this is a performance-based contract linked to student performance and academic improvement of the schools within the District as required by law. The Assistant Superintendent shall seek to promote academic improvement of the school by the following methods, including but not limited to:

- A. To provide the leadership and support necessary for the School Improvement Team to function as the leadership vehicle for the development of meaningful school improvement strategies at the Belle Valley South School.
- B. To plan, implement, and monitor a series of routine faculty meetings that will result in an orchestrated series of professional learning community dialogues focused on the following communication goals.
- C. To conduct a comprehensive and systematic teacher performance evaluation process that is consistent with the District #119 approved evaluation plan and one that leads to targeted formative evaluation focused on teacher improvement; and on summative evaluation necessary for informing staff re-employment and termination decisions.
- D. To collaborate with the faculty and staff in a manner necessary to successfully modify and implement a revised master schedule that features a targeted, yet fluid, capacity to provide intensive instructional interventions in reading and mathematics for low performing students.

4. **Salary.** The salary of the Assistant Superintendent shall be One Hundred Fifteen Thousand Dollars (\$115,000) for the period of July 1, 2024, through June 30, 2025. The annual salary shall be payable in equal installments in accordance with the rules of the Board governing payments of other certificated members of the professional staff in the School District. Those duty days worked prior to July 1, 2024 shall be prorated at the per diem rate calculated from July 1, 2024 to June 30, 2025 based on a 240 day contract to include vacation, sick and personal leave.

In addition to annual salary, the Board shall, in accordance with Illinois law and as an established condition of employment pick up and pay on behalf of the Assistant Superintendent, all employee contributions to the Illinois Teachers' Retirement System required by the Illinois Pension Code. Although designated employee contributions, the amounts herein required to be picked up and paid by the Board shall be paid by the Board in lieu of contributions by the Assistant Superintendent. The Assistant Superintendent shall not have the option of choosing to receive directly the amounts contributed to the TRS by the Board on his behalf, nor any right to the contribution to the TRS except as such may

subsequently become available pursuant to the provisions of the Illinois Pension Code and TRS rules and regulations. Both parties acknowledge that the Assistant Superintendent did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System, and further acknowledge that such contributions are made as a condition of employment to secure the Superintendent's future services, knowledge and experience.

The Board shall also pay the Assistant Superintendent's Medicare contribution.

5. **Certificate.** Assistant Superintendent shall furnish to the Board, during the term of this Agreement, a valid and appropriate Certificate to act as an Assistant Superintendent in accordance with the laws of the State of Illinois.
6. **Other Work.** The Assistant Superintendent hereby agrees to devote her full time, skill, labor and attention to said employment during the term of this Agreement.
7. **Vacation, Sick Leave and Personal Leave.** The Assistant Superintendent shall receive twenty (20) calendar working days of vacation, exclusive of legal and school holidays. Vacation days may carry over from year to year. The Assistant Superintendent shall be annually entitled to thirteen (13) days of sick leave and three (3) days of personal leave. Unused personal days at the end of each contract year shall accumulate as sick leave days. Unused sick leave shall accumulate up to a maximum of 180 days. During the final 4 years of the Assistant Superintendent's tenure the number of sick days reverts back to 12 days per year due to TRS regulations.
8. **Disability.** Should the Assistant Superintendent be unable to perform the duties and obligations of this Agreement, by reason of illness, accident or other cause beyond 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, the 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 the Assistant Superintendent's duties impossible, the Board, at its option, may terminate this Agreement, whereupon the respective duties, rights and obligations of the parties shall terminate. Prior to termination of this Agreement for reasons of disability, the Assistant Superintendent may request a hearing before the Board within 30 days of notice of intent to terminate this agreement by the Board.
9. **Teacher Health Insurance Security.** The Board of Education hereby agrees to pay, on behalf of the Assistant Superintendent, the Assistant Superintendent's required T.H.I.S. payment.
10. **Insurance Benefits.** Family major medical, hospitalization, vision and dental insurance for the Assistant Superintendent shall be provided under the School District's applicable health insurance plan.
11. **Other Fringe Benefits.** The Board of Education will also provide the Assistant Superintendent with a sum of "to be determined per month to a 403(b) of the Assistant Superintendent's choice (of those offered by the District). (**NOTE:** this amount may

vary depending on the assistant superintendent's insurance choice {individual vs family} and future insurance rates. The Assistant Superintendent's fringe benefits shall be no less than those commonly extended to other management personnel and/or certified employees of the District.

12. **Medical Examination.** Within the first three months of this Agreement (prior to September 30, 2024), Assistant Superintendent shall obtain a comprehensive medical examination paid by the Board. A copy of a certificate of the physician certifying the physical and mental competency of the Assistant Superintendent shall be given to the President of the Board.
13. **Professional Activities.** Assistant Superintendent may attend appropriate professional meetings at the local and state levels upon approval of the Superintendent. Within budget constraints, such costs of attendance shall be paid by the Board. Within budgetary constraints as approved by the Superintendent, costs of attendance to the IASB State Convention, IASA State Convention, Illinois Schools' Assistant/Superintendents Conference, and Educators' Roundup shall be reimbursed by the Board. Attendance or participation in other professional activities and reimbursement for costs associated therewith shall be upon approval by the Superintendent.
14. **Membership Dues.** The Board shall pay the cost of Assistant Superintendent's annual membership dues of the Illinois Association of School Administrators, American Association of School Administrators and any other organizations as mutually agreed upon by the Assistant Superintendent and the Superintendent. The cost of these memberships shall be included in the annual budget adopted by the Board.
15. **Non-Renewal.** Notice of intent not to renew this contract shall be given to the Assistant Superintendent by the Board by April 1 of the year in which the Agreement expires. Said notice shall be in writing. Failure to provide the notice of intent not to renew by the Board shall extend this contract for one (1) additional year. Within ten (10) days after receipt of a notice of intent not to renew this Agreement, the Assistant Superintendent may request a closed session hearing on the non-renewal.
16. **Renewal.** On or before February 1 of the contract year in which the Agreement expires, the Board and Assistant Superintendent may renew the employment upon such terms and conditions as they may mutually agree. In such event, the Board shall enter into a new contract of employment.
17. **Discharge for Cause.** Throughout the term of this Agreement, 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 after notification and a reasonable opportunity to correct, where appropriate, shall be sufficient cause for purposes of discharge as provided in this Agreement.

18. **Termination of Agreement.** During the term of this Agreement, the Board and Assistant Superintendent may mutually agree, in writing, to terminate this Agreement.
19. **Background Investigation.** Under Section 10-21.9 of the Illinois School Code (105 ILCS 5/10-21.9), Boards of Education are prohibited from knowingly employing a person who has been convicted of committing or attempting to commit the named crimes therein. If the criminal background investigation required by Illinois law is not completed at the time this Agreement is signed, and the subsequent investigation report reveals that there has been such a conviction, this Agreement shall immediately become null and void.
20. **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:  
President, Board of Education  
Belle Valley School District No. 119  
2465 Amann Drive  
Belleville, Illinois 62220

If to the Superintendent, to:  
Quennetta Chambers  
211 W. Stonybrook Dr.  
O'Fallon, IL 62269

21. **Miscellaneous.** This Agreement has been executed in Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect. If any portion of this contract is deemed illegal due to conflict with State or Federal law, the remainder of the contract shall remain in full force and effect.

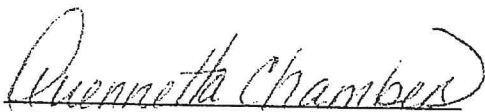
Paragraph headings and numbers have been inserted for convenience of reference only, and if there shall be any conflict between any such headings or numbers and the text of this Agreement, the text shall control.

This Agreement 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.

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. Except as may otherwise be provided herein, no subsequent alteration, amendments, change or addition to this contract shall be binding upon the parties unless produced in writing and duly authorized and signed by each of the parties.

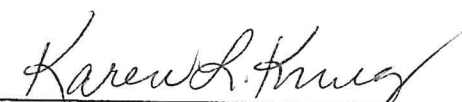
**IN WITNESS WHEREOF**, the Board has caused this Agreement to be executed by its President and attested by its Secretary, and the Superintendent has signed this Agreement on the day and year first above-written.

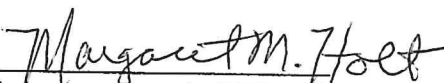
ASSISTANT SUPERINTENDENT



Name: Quennetta Chambers

BOARD OF EDUCATION FOR  
BELLE VALLEY SCHOOL DISTRICT  
NO. 119

By:   
President, Board of Education  
Belle Valley School District No. 119  
St. Clair County, Illinois

ATTEST:   
Secretary, Board of Education  
Belle Valley School District No. 119  
St. Clair County, Illinois