

## Contract Addendum for Interim Co-Superintendent Services

This contract/agreement is an addendum of additional responsibilities and compensation for Courtney Traver as she serves the Saint Charles School District in the role of Interim Co-Superintendent.

The timeframe of this contract will begin on January 4<sup>th</sup>, 2022 until June 30, 2022 unless the permanent position of the Superintendent is filled prior to the latter date.

### Duties of the Co-Superintendent

1. Oversee the day to day operations of the district.
2. Carry out Superintendent duties as outlined in Board policy or as directed by the Board of Education.
3. Monitor the budget and expenditures.
4. Attend regularly scheduled and special board meetings when requested by the Board President.

I am willingly accepting these additional responsibilities for this timeframe with noted compensation. CT

In any situation where the parties have determined that the interim superintendent(s) duties and responsibilities should be limited in order to avoid legal or functional incompatibility or any actual or perceived conflict of interest, the parties' Board shall retrospectively have the responsibility to designate an individual or entity (i.e., other than the Interim Superintendent) for the purpose of taking necessary and appropriate administrative action on behalf of the parties.

### Shared Information

The parties acknowledge that the Interim Co-Superintendent(s) while providing services to the Saint Charles School District may become aware of information pertaining to his/her duties or interests of the district. The parties agree that the Interim Co-Superintendent(s) shall, and shall be expected, to share such information with the appropriate parties to the extent that disclosure is permitted by law or implementing agency rule or regulation. Similarly, the parties acknowledge that Interim Co-Superintendents(s) may be required by law to maintain and preserve the confidentiality of information (e.g., student record information, employee medical information, employee criminal history/criminal record check information) and shall not be expected or required to disclose that information outside of the entity where such information is acquired in the course and scope of the performing the Interim Superintendent's job responsibilities.

### Compensation for Co-Superintendent Services

**Wages:** Additional duties of Co-Superintendent role will be compensated at a rate of \$125 per day. This increase will be in addition to their current contracted amount per day. The additional compensation will be only for the time period noted in this contract.

Conflicts/Disputes/Resolution

1. The parties warrant and represent to the Interim Co-Superintendents, and to each other, that the inception of this agreement there are no disputes or conflicts between hem; that their relationship, contractual and otherwise, has been amicable and harmonious, that the parties shall cooperate with one another to their mutual benefit, and that the parties anticipate no future dispute or conflict with each other.
2. In the event that unanticipated conflicts materialize, the Board of Education shall receive the matter for itself or between themselves, or by such agent outside the supervision of the Interim Co-Superintendent, as deemed appropriate and designated by the Board of Education respectively.

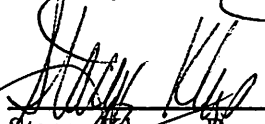
Miscellaneous

1. All notices, invoices, or other communications required or permitted under this agreement shall be in writing and shall be deemed to the duty given on the day of service if served personally, or by confirmed facsimile or email delivery, upon party to whom notice is given at its address as listed below on the signature page or on the day after delivery to the United States Postal Service for regular mail service, to the attention of the party's Board of Education President.
2. The unenforceability of any provision of this agreement shall not affect the enforceability of the remaining provisions of this agreement, and to this end, the provisions hereof are severable.
3. Each signer of this agreement personally represents and warrants that this agreement has been approved by the Board of Education of the party on whose behalf this agreement is signed, and that he/she has been authorized to sign this agreement.
4. This contract addendum may be terminated and dissolved by the Saint Charles Board of Education, during its term, upon fourteen (14) days written notice to the Co-Superintendent.
5. By signing this agreement, the Interim Co-Superintendent agrees to cease providing services upon the expiration of this contract or contract extension or termination of this contract or any contract extension.
6. In the event of termination and dissolution of this agreement during its term, the parties shall promptly meet to allocate and resolve any duties or liabilities remaining under the terms of this agreement.

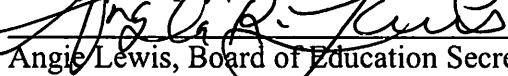
This addendum does not alter any other term or condition of employment outlined in the administrator's contract.

  
 \_\_\_\_\_  
 Courtney Traver, Interim Co-Superintendent

11-23-21  
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 Date

  
 \_\_\_\_\_  
 Stacey Klump, Board of Education President

11-23-21  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Angie Lewis, Board of Education Secretary

12-1-21  
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 Date