

EMPLOYMENT CONTRACT

BETWEEN

Scott B. Pillar, Director of Finance
and the
ESTACADA SCHOOL DISTRICT

This employment contract is made and entered into between ESTACADA SCHOOL DISTRICT, hereinafter referred to as the "District," and Scott B. Pillar, hereinafter referred to as "Director of Finance."

WITNESSETH:

WHEREAS, the District will employ a Director of Finance under the general supervision of the Superintendent and;

WHEREAS, the District and Director of Finance believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of the effective communication between them;

NOW THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs Scott B. Pillar as the Director of Finance and the Director of Finance hereby accepts such employment upon the terms and conditions set forth below.

SECTION 1. TERM:

The agreement shall be a three-year agreement commencing July 1, 2025 through June 30, 2028.

SECTION 2. DUTIES:

The Director of Finance shall have and maintain the qualifications, perform the specific duties, and shall have and exercise the authority outlined in the job description for the position of Director of Finance. In addition, the Director of Finance shall perform other duties as prescribed by the Superintendent.

SECTION 3. COMPENSATION:

Salary: The District shall pay the Director of Finance, for the services rendered, at an annual base salary of \$167,604 for the 2025-26 school year, paid monthly commencing July 1, 2025. The School Board may unilaterally reduce the number of workdays and proportionately reduce the salary if such reduction is part of a District-wide reduction in force in response to limited financial resources.

Cost of Living Adjustments (COLA)

The Director of Finance will receive a cost of living increase in alignment with the Management, Administrative, Confidential (MAC) mou for the remaining 2 years of the contract – FY2026 - 2027 and FY2027 - 2028

SECTION 4. CONTRACT DAYS:

The contract days for the Director of Finance position is 260 days, which includes ten (11) paid holidays.

SECTION 5. BENEFITS:

The Director of Finance shall be entitled to the fringe benefits and agreements accorded to the other District administrative employees as identified in the non-represented agreement aka the MAC agreement including, but not limited to: health insurance, holidays, leaves, professional and civic memberships, gym memberships and education reimbursement.

Retention stipend: The District agrees that the Director of Finance qualifies for participation in the retention stipend program (Article 18 of the MAC Agreement) upon hire at the Senior Level Director amount (15%). The retention stipend is paid at the end of the completion of each fiscal year with the guaranteed retention of the current position for the following year.

Forfeiture of Stipends: If the Director of Finance does not complete the full fiscal year due to early resignation, retirement or other termination, they will be required to reimburse the district the retention stipend received for that year. Under the discretion of the Superintendent this section may be waived.

Vacation: The Director of Finance shall receive 20 vacation days per year. Up to 5 unused vacation days may be carried over into the following fiscal year. Up to 5 unused vacation days may be cashed out by the Director of Finance in June of each contract year on a per diem basis at the current year's rate of pay.

Vacation days are granted in full at the beginning of the fiscal year, July 1st of each year. Upon termination of employment, vacation days are pro-rated based on the number of days worked. Any unused, earned vacation, not to exceed 25 (twenty-five) days, shall be cashed out at the per diem rate at the termination of the Finance Director's employment with the District.

SECTION 6. PROFESSIONAL DEVELOPMENT:

The District is committed to professional development and will provide the necessary resources to facilitate the professional growth of the Director of Finance. The District expects the Director of Finance to continue professional development and to participate in relevant learning experiences at District expense, with Superintendent approval.

- a. The Director of Finance is encouraged to develop a professional growth plan that meets the needs of both the individual and the District, as approved by the Superintendent.
- b. Participation in a national/regional conference is encouraged, should be part of the overall plan for professional development of the Director of Finance, and is subject to Superintendent approval. The Director of Finance may attend one (1) national conference each year, expenses to be incurred by the District subject to the limit of budgeted amounts for this expenditure.

SECTION 7. EVALUATION:

The Director of Finance and the Superintendent shall meet annually for the purposes of evaluation of the performance of the Director of Finance and expressing recommendations and observations on how such performance may be continually improved. Such evaluation shall be summarized in writing and placed in the Director of Finance's personnel file.

SECTION 8. LAYOFF:

Should the School Board determine to eliminate or reduce the percentage of "FTE" the position of Director of Finance, the Director of Finance shall be considered for any vacant administrative positions he is qualified to fill.

SECTION 9. RENEWAL:

The Superintendent and the Director of Finance shall consult and confer each year to consider changes in salaries, benefits, and/or other items either party deems appropriate. The Superintendent shall consider and decide upon renewal of this Contract, recommend a decision to the School Board, and notify the Director of Finance no later than March 15, 2028. If no contract extension is executed, this contract expires at the end of its term.

SECTION 10. TERMINATION:

This Employment Contract may be terminated by mutual agreement of the parties, voluntary resignation, death or retirement. Throughout the term of this contract, the Director of Finance will be subject to dismissal under ORS 342.805-910. The Superintendent shall provide notice of specific charges that may be the basis for dismissal and shall provide an opportunity to respond to the Superintendent before the Superintendent makes a recommendation for dismissal to the School Board. The District shall give the Director of Finance no less than ten (10) days written notice in advance of the pre-termination meeting with the Superintendent. If the Director of Finance chooses to be accompanied by legal counsel at the hearing, he will assume the cost of his attorney. The Director of Finance may resign prior to the conclusion of the contract by giving at least 30 days advance notice to the Superintendent and or the Board of Directors.

SECTION 11. INDEMNIFICATION:

The District will defend, hold harmless, and indemnify the Director of Finance from any and all demands, claims, suits, actions, and legal proceedings brought against the Director of Finance in her individual capacity, or in her official capacity as agent and employee of the District, provided the incident arose while she was acting within the scope of her employment, all according to the Oregon Tort Claims Act.

SECTION 12. SAVINGS CLAUSE:

If during the term of this Contract it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling shall remain in force.

SECTION 13. APPLICABLE LAW:

This Employment Contract is subject to all applicable laws of the State of Oregon, rules and regulations of the State Board of Education, and policies of the District and of the Board, all of which are made part of the terms and conditions of this Contract as though set forth therein.

SECTION 14. AMENDMENT:

This Employment Contract may be amended by the parties at any time. No amendment shall be effective unless it is in writing, signed by the Director of Finance and the Superintendent, and approved by the School Board.

IN WITNESS WHEREOF, the District has caused this Contract to be approved on its behalf by a duly authorized officer, and the Director of Finance has approved this Employment Contract.

Approved for the Estacada School District:

Ryan Carpenter, Superintendent

Date

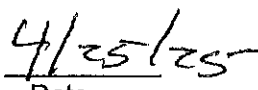
Ben Wheeler, School Board Chair

Date

Accepted by Director of Finance:



Scott B Pillar



Date