

**Agreement for Compensation - ESL Coordinator / Assistant ESL Coordinator**

This letter serves as a formal agreement between New Buffalo Area Schools and New Buffalo 5-C Education Association regarding compensation for services provided in the role of ESL Coordinator / ESL Assistant Coordinator.

The following terms apply:

1. **Effective Date:** This agreement will be effective from the start of the 24/25 school year and will continue unless otherwise amended or terminated.
2. **Payment Schedule:** Payments will be made at the end of each trimester.
3. **Duties and Responsibilities:** The ESL Coordinator is responsible for the oversight and management of the ESL program, including, but not limited to, student assessments, curriculum development, and coordination with faculty and staff to support the success of ESL students. A job description is on file with the Human Resources Director.
4. **Compensation:** the ESL Coordinator will receive compensation at the rate of **2% per trimester** for the duties performed as an ESL Coordinator. The Assistant ESL Coordinator will receive compensation at the rate of **1% per trimester** for the duties performed by an Assistant ESL Coordinator.

Acknowledgement and Agreement

I have read and understood the terms of this agreement and agree to the compensation arrangement as outlined above.

Adam Bowen,
Superintendent

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Signature

11-25-24

Date

Lisa Werner,
BOE President

A handwritten signature in blue ink, appearing to be 'Lisa Werner', written over a horizontal line.

Signature

11-25-24

Date

Suzanne Cramer,
President: NBEA 5-C

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Signature

11/25/2024

Date