

## **ADMINISTRATIVE CONTRACT**

### **LISLE CUSD 202 DIRECTOR OF STUDENT SERVICES**

**THIS CONTRACT** is made this 23rd day of March 2026, by and between the BOARD OF EDUCATION OF LISLE COMMUNITY UNIT SCHOOL DISTRICT NO. 202, DUPAGE COUNTY, ILLINOIS (the "BOARD"), and JANET DIAZ ("DIRECTOR OF STUDENT SERVICES"), and has been approved at the meeting of the BOARD held on March 23, 2026.

#### **IT IS AGREED:**

**1. EMPLOYMENT** - The DIRECTOR OF STUDENT SERVICES is hereby hired and retained from July 1, 2026, through and including June 30, 2027, and, as it may be later agreed to by the parties, thereafter, as a DIRECTOR OF STUDENT SERVICES of Lisle Community Unit School District 202, DuPage County, Illinois.

**2. DUTIES** - The duties and responsibilities of the DIRECTOR OF STUDENT SERVICES shall be those incidental to the office of the DIRECTOR OF STUDENT SERVICES, those set forth in the job description established by the Board and contained in Board policies as adopted, and which may be amended from time to time, those obligations imposed by the laws of the State of Illinois upon the DIRECTOR OF STUDENT SERVICES, and to perform other professional duties and community responsibilities customarily performed by the DIRECTOR OF STUDENT SERVICES as may be assigned by the Board. The Board reserves the right to reassign the DIRECTOR OF STUDENT SERVICES to different duties from time to time during the term of this Contract, without notice, a hearing or loss of pay.

**3. SALARY** - In consideration of an annual base salary of One Hundred Seventy-One Thousand, Five Hundred Dollars (\$171,500) for period of July 1, 2026, through and including June 30, 2027, the DIRECTOR OF STUDENT SERVICES agrees to devote such time, skill, labor and attention to his/her employment during the term of this Contract in order to faithfully perform the duties of the DIRECTOR OF STUDENT SERVICES. Salary shall be paid in equal installments in accordance with the Board policy governing payment of salary to other certificated members of the professional staff, less such amounts as provided for in this Contract, and other amounts required by law.

**4. EVALUATION** - Before March 1, 2027, the Board, or designee, shall review the DIRECTOR OF STUDENT SERVICES' performance and progress toward the established DIRECTOR OF STUDENT SERVICES Goals and shall thereafter, during the month of June, consider the DIRECTOR OF STUDENT SERVICES' annual compensation and benefits for the next contract year. Failure by the Superintendent to complete an evaluation does not preclude the DIRECTOR OF STUDENT SERVICES' dismissal, or nonrenewal of this Contract.

**5. OTHER WORK** - Only with the prior written agreement of the Superintendent, may the DIRECTOR OF STUDENT SERVICES undertake consultation work, speaking engagements, writing, teaching a college or university course, lecturing, or other professional duties and obligations. Provided, however, that this other work shall not interfere in a material and substantial manner with the DIRECTOR OF STUDENT SERVICES' obligations set forth in this Contract.

**6. BENEFITS** - The DIRECTOR OF STUDENT SERVICES will receive those benefits extended to all other Level I administrators in the Lisle Community Unit School District 202 Administrative Compensation Program, as amended from time to time.

**7. PROFESSIONAL GROWTH** - Contingent upon approval by the Superintendent, the DIRECTOR OF STUDENT SERVICES will receive those reimbursements for development seminars, professional dues and workshops set forth in the aforementioned Administrative Compensation Program, as amended from time to time.

**8. TERMINATION OF CONTRACT** - This Contract shall be reviewed by the Superintendent and the DIRECTOR OF STUDENT SERVICES annually and may be terminated prior to its expiration date by:

- A. Mutual agreement of the parties.
- B. Resignation provided, however, the DIRECTOR OF STUDENT SERVICES gives the Board at least ninety (90) days written notice of the proposed resignation.
- C. Discharge for any conduct, act, or failure to act by the DIRECTOR OF STUDENT SERVICES, which is detrimental to the best interests of the District. Reasons for discharge will be given in writing to the DIRECTOR

OF STUDENT SERVICES, who shall be entitled to notice and a hearing before the Board to discuss those causes. If the DIRECTOR OF STUDENT SERVICES chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in closed session. The Board will not arbitrarily or capriciously call for the dismissal of the DIRECTOR OF STUDENT SERVICES.

- D. Failure to maintain a valid, appropriate, and properly registered licensure, in accordance with the laws of the State of Illinois, throughout this Contract.
- E. Failure to comply with the terms and conditions of this Contract, after notification and a reasonable opportunity to correct, where appropriate.
- F. The DIRECTOR OF STUDENT SERVICES'S permanent disability or incapacity.

Notice of non-renewal shall be given to the other party by March 1.

Nothing herein will prohibit the Board from suspending the DIRECTOR OF STUDENT SERVICES without pay when the performance of the DIRECTOR OF STUDENT SERVICES is justifiably questioned, pending the outcome of any inquiry.

**9. NOTICE** - Any notice or communication permitted or required under this Contract shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered, or certified mail, postage prepaid, addressed:

***If to the Board, to:***

**Board of Education**

Lisle Community Unit School Dist. No. 202  
925 Burlington Avenue  
Lisle, IL 60532

***If to the DIRECTOR OF STUDENT SERVICES, to: Janet Diaz***

The last address of the DIRECTOR OF STUDENT SERVICES contained in official Business Office records of the Board.

**10. BACKGROUND INVESTIGATION** - The Board is prohibited from knowingly employing a person who has been convicted of committing or attempting to commit certain criminal offenses. If the required criminal background investigation is not completed at the time this Contract is signed, and the subsequent investigation report reveals that there has been a prohibited conviction, this Contract shall immediately become null and void.

**11. 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 test 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, 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 OF STUDENT SERVICES and shall be binding upon and inure to the benefit of the Board, its successors and assigns.
- F. Both parties have had the opportunity to seek the advice of counsel.
- G. 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.
- H. The Board retains the right to repeal, change or modify any policies or regulations which it has adopted or may hereafter adopt, subject however, to restrictions contained in the *Illinois School Code* and other

applicable law.

- I. 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 parties have caused this Contract to be executed in their respective names and in the case of the Board, by its President and Secretary on the day and year first above written.

**DIRECTOR OF STUDENT SERVICES:**

**Board of Education of**

**Lisle Community Unit School**

**District 202,**

**DuPage County, Illinois**

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Janet Diaz

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President

**Attest:**

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Secretary