

FOR APPROVAL

Lisle Community Unit School District No. 202 Board of Education Meeting July 22, 2025

SUBJECT: Junior High Athletic Coordinator Stipend

RECOMMENDATION: The administration recommends that the Junior High Athletic Coordinator stipend of 18% of BA Step 0 be given to Tom Marcum for the 2025/2026 school year to oversee the Junior High athletic programs.

BACKGROUND DATA: Pete Meyer (and the previous Junior High Athletic Coordinators) have historically been paid a stipend of 18% of BA Step 0 to oversee the Junior High athletic programs.

Tom was paid a stipend of \$2,000 for the 2024/2025 school year to oversee the program because we did not know the amount of time coordinating the Junior High athletic programs would require.

Reflecting on the amount of time it has taken to meet with coaches, students, parents, athletes, and conference representatives, Tom is unwilling to perform the coordinating responsibilities for an amount less than the 18% of BA Step 0 ($\$51,056 \times 18\% = \$9,190$) stipend which had been paid to the coordinators for the past few decades.

Once Tom implements a more formal process (similar to the High School) for communication, hiring, scheduling, and evaluating coaches, he will transition the coordinator position to someone else for the 2026/2027 school year.

Essential responsibilities of the Junior High Athletic Coordinator:

- 1) Communicates regularly with students, parents, staff, and community to develop and maintain a positive school-community relationship.
- 2) Fosters appropriate, positive student and public behavior at school and extracurricular activities.
- 3) Plans and supervises recognition programs to reward and encourage maximum growth through participation.
- 4) Evaluation and supervision of staff by conducting frequent and formal observations and providing timely, specific feedback.
- 5) Develops, organizes, and administers a master schedule of athletic events to ensure wholesome inter-scholastic competition between conference member schools.

- 6) Supports and expands the program of extracurricular activities and student organizations by coordinating and supervising the events in that program.
- 7) Ensures safety in athletic areas by supervising the maintenance and repair of equipment and facilities.
- 8) Develops and administers the athletic and club budgets to ensure compliance with district fiscal guidelines.
- 9) Maintains records of athletes as it pertains to physical examinations, insurance, and scholastic eligibility to ensure compliance with the district and state guidelines.
- 10) Interviews and recommends prospective candidates for employment for extracurricular positions.
- 11) Supervises the athletic administrative assistant, event workers, and custodial staff.
- 12) Facilitates the availability and schedule of the athletic trainer.
- 13) Ensures all relevant training is completed per Board Policy and legal requirements.

FINANCIAL IMPACT: The stipend for the 2025/2026 school year will be \$10,099 (stipend of \$9,190 plus employee pension contribution of \$909).

SUGGESTED MOTION: The Board of Education approve Tom Marcum as the Junior High Athletic Coordinator for a stipend of 18% of BA Step 0 for the 2025/2026 school year.