

**KASKASKIA COLLEGE COMMUNITY
COLLEGE DISTRICT NO. 501
27210 College Road, Centralia, IL 62801**

SPECIAL PROGRAM PERSONNEL CONTRACT FOR EXECUTIVE/MANAGERIAL AND PROFESSIONAL/MANAGERIAL EMPLOYEES

It is hereby agreed by and between the Board of Trustees of Community College District No. 501, hereinafter called the College, and the person named below, hereinafter called the Employee, that the so-named employee shall be employed in the College in the position shown below and is to perform such duties as are prescribed by the statutes of the State of Illinois and by the policies, procedures, rules, and regulations of the Illinois Community College Board and by the Board of Trustees of the College as are now adopted and/or hereinafter amended. Salary is payable in accordance with the general regulations and personnel policies and procedures of the Community College District No. 501. This employment is At-Will and may be immediately terminated for any reason.

Employee Name

Address

KC ID Number

City, State, Zip

The Employee is hereby notified of appointment to the District's staff to perform professional education services in connection with a

Adult Education and Literacy

Data/Budget Analyst

Name of Grant

as a

Title

During the period of time, commencing **23rd day of July, 2019** and terminating the **30th day of June 2020**, exclusive of holidays designated in the College calendar as now or hereafter amended. It is understood and agreed that the Employee is subject to assignment, reassignment, reclassification, reorganization, or disciplinary action by the College President or his/her designee.

It is understood and agreed that in addition to the above designated and related duties, full-time professional staff shall participate fully in the activities of institutional councils and committees.

The employment status of the Employee shall be as follows:

Executive/Managerial, not subject to tenure.

✓ **Professional/Managerial, not subject to tenure.**

Other conditions of contract:

- 1.
- 2.

The employee will be paid an hourly rate of **\$19.36** per hour payable monthly. (increase from 30 to 40 hours per week)

This employment is At-Will and the College, through the President, reserves the right to immediately terminate this contract and any unearned salary for any reason, including, but not limited to, the following:

1. Elimination or reduction of grant funds
2. Incompetence
3. Negligence
4. Retrenchment due to financial exigencies
5. Elimination of program, course or position
6. Participation in any concerted interruption of the operation of the College
7. Mental or physical incapacity to perform duties
8. Conviction of a felony
9. Insubordination
10. Gross misconduct
11. Any other activity or behavior which is not compatible with the service to the public or to Kaskaskia College

This list is meant to be illustrative and is not an exhaustive list of reasons for termination.

This contract is for the limited period set forth above and creates no guarantee of continued or future employment.

If not signed by the Employee and returned within fourteen (14) days of date of issue hereof, this contract offer expires and is invalidated unless a period of grace be officially established in writing.

By direction of the Board of Trustees of Community College District No. 501, State of Illinois.

President

Employee

Date of Issue

Date Signed

Account Code

Contracts are issued in triplicate.
Sign and return the original and first copy to the College.
Employee may retain the last copy.

06/05