



Porter Township School Corporation

248 South 500 West, Valparaiso, IN 46385 • 219.477.4933, ext. 1000 • Fax 219.477.4834

Office of the Superintendent
STACEY M. SCHMIDT, Ph.D.
Superintendent

BEN PARRISH
Assistant Superintendent

KATHLEEN SMITH, CPA
CFO/Treasurer

CONTRACT

This contract is between the Porter Township School Corporation of Porter County, Indiana hereinafter called employer, and Kathleen B Smith, Business Manager/CFO/Treasurer, hereinafter called employee.

WITNESSETH: That in consideration of the agreements hereinafter contained said employee agrees to assume the position of Business Manager/CFO/Treasurer in the public school of said Porter Township School Corporation beginning July 1, 2021, and continuing until June 30, 2023. Said employer further agrees to pay the said employee for her services under this contract as Business Manager/CFO/Treasurer of said school corporation as follows:

July 1, 2021 – June 30, 2022; work year defined as 261 days
\$ 77,700 CFO/Treasurer
July 1, 2022 - June 30, 2023; work year defined as 261 days
\$ 77,700 annually CFO/Treasurer
(unless Board of School Trustees approves a salary increase)
An annuity of 9% will be paid by the corporation
Said amounts shall be paid in Bi-monthly pays (24 pays yearly).

It is further agreed that the employee shall be entitled to the following benefits in addition to her agreed upon payment as follows: See Attached

It is further agreed by the parties that the employee shall perform all duties and responsibilities as outlined in the job description.

Dated 14th day of October, 2021, at Valparaiso, Indiana.

PORTER TOWNSHIP SCHOOL CORPORATION

Dr. Natalie Wargo, President

Mary Harlow, Member

EMPLOYEE:

Lilann Sgouros, Vice President

Kathleen B. Smith

Laura Chavez, Secretary

Approved:

Johanna Williams, Member

Dr. Stacey Schmidt, Superintendent



Porter Township School Corporation

248 South 500 West, Valparaiso, IN 46385 • 219.477.4933, ext. 1000 • Fax 219.477.4834

Office of the Superintendent
STACEY M. SCHMIDT, Ph.D.
Superintendent

BEN PARRISH
Assistant Superintendent

KATHLEEN SMITH, CPA
CFO/Treasurer

**DIRECTOR
MEMO OF AGREEMENT**

Position: Business Manager/Treasurer

Employee: Kathleen B. Smith

2021-22 contract will be stated with work year defined as 248 work days plus 13 paid holidays equals 261 days. 2022-23 contract will be stated with work year defined as 248 work days plus 13 paid holidays equals 261 days.

Director Benefit Package:

1. Full medical, dental and vision insurance with the Corporation carrier with the premiums paid by the School Board.
2. Life insurance, including accidental death benefit in the amount of two (2) times the annual salary to the nearest thousand will be paid by the School Board with the administrator paying one (\$1.00) dollar.
3. Long term disability insurance paid by the School Board that provides a minimum benefit of two-thirds (2/3) salary.
4. School Board shall contribute an amount equal to 9% of base salary in monthly installments to a Valic 401A.
5. Three (3) personal business days per full contract year which if not used will convert to accumulate as sick days.
6. Ten (10) sick days per full contract year, accumulative to maximum of two hundred (200) days.
7. Up to thirteen (13) paid holidays per contract year per the classified employee handbook/52-week employee.
8. Contract begins July 1, 2021 and expires June 30, 2023.
9. Retirement based upon the classified employee handbook.
10. Corporation will pay dues to IASBO.
11. School Corporation shall grant twenty (20) vacation days per contract year. Any unused vacation days will not carry forward into the next contract year and are not compensable upon separation.
12. As budget allows, Corporation shall pay fees and travel expenses to attend Professional conferences as approved by the Superintendent.

Director

Superintendent

11/8/21

Date