

**SUPERINTENDENT EMPLOYMENT CONTRACT  
CASS SCHOOL DISTRICT 63  
DARIEN, ILLINOIS**

This Superintendent Employment Contract, made the 16<sup>th</sup> day of December, 2025, by and between the Board of Education of Cass School District 63, DuPage County, Illinois, hereinafter the "Board" or "District," and Dr. Travis McGuire, hereinafter called "Superintendent":

1. In consideration of the covenants and agreements hereinafter made, Dr. Travis McGuire (hereinafter "Superintendent") is hired and agrees to serve the Board and District as Superintendent subject to the general supervision and pursuant to the orders, advice, and direction of the Board from July 1, 2026 to and including June 30, 2029.
2. This is a multi-year performance-based contract that includes the goals and indicators of student performance and academic improvement determined by the Board to measure the performance and effectiveness of the Superintendent, attached as Exhibit A. This Contract is being made between the parties pursuant to the provisions of Section 10-23.8 of the *School Code* (105 ILCS 5/10-23.8). By accepting this Contract, the Superintendent expressly acknowledges and understands that he waives all rights granted to him under Section 24-11 through 24-16 inclusive of the *School Code* (105 ILCS 5/24-11 through 24-16 inclusive) as are now or may hereinafter be in effect during the term of this Contract.
3. The Superintendent shall perform all the duties incident to the office of Superintendent as set forth in the job description as prescribed by Board policy; those obligations imposed upon Superintendents by the statutes of the State of Illinois; and to perform such other duties incidental to the Office of the Superintendent of Schools as from time to time may be assigned to Superintendent by the Board. Among those duties will include but not be limited to the leadership of the education program, supervision and evaluation of teachers and district staff, working with students, fiscal oversight, and facilities management.
4. The Superintendent shall perform all services in a proper and professional manner in accordance with all applicable laws, rules and regulations of the State of Illinois.
5. The Superintendent shall maintain a valid and appropriate license to act as Superintendent with a superintendent's endorsement as provided in the statutes of the State of Illinois.
6. In consideration of the following salary amounts, Superintendent hereby agrees to devote such time, skill, labor, and attention to this employment, during the term of this Contract, except as otherwise provided in this Contract, and to perform faithfully the duties as set forth in this Contract by Board policies or in rules or regulations established by the Board:
  - a. From July 1, 2026 through June 30, 2027, the Board shall pay the Superintendent an annual base salary of Two Hundred Thirty Thousand Dollars (\$230,000.00).
  - b. From July 1, 2027 through June 30, 2028, the Board shall pay the Superintendent a percentage increase commensurate with any increase received by teachers pursuant to the District's Contract with the Cass Education Association for the 2027-2028 school year over the Superintendent's annual base salary for the 2026-2027 school year.
  - c. From July 1, 2028 through June 30, 2029, the Board shall pay the Superintendent a percentage increase commensurate with any increase received by teachers pursuant to the District's Contract with the Cass Education Association for the 2028-2029 school year over the Superintendent's annual base salary for the 2027-2028 school year.

From July 1, 2026 through June 30, 2029, the Superintendent's salary shall be paid in equal installments in accordance with the Board policy governing payment of salary to other members of the professional staff with professional educator licenses, less such amounts as provided for in this Contract, and other amounts required by law. The Board and the Superintendent, however, may enter into subsequent agreements or extensions of this Contract for additional periods of time, if both parties should agree, and said contract is reduced to writing.

7. In addition to the gross compensation paid to the Superintendent by the Board as expressed in paragraph six (6) and all other TRS creditable earnings within this Contract, the Board shall pick up and pay on the Superintendent's behalf, the Superintendent's entire required annual retirement contribution to the Illinois Teachers' Retirement System (TRS), pursuant to the Illinois Pension Code. It is the intention of the parties to qualify all such payments picked up and paid by the Board on the Superintendent's behalf as employer payments pursuant to Section 414(h) of the *Internal Revenue Code of 1986*, as amended. The Superintendent shall have no right or claim to the funds so remitted except as they may subsequently become available from the Illinois Teachers' Retirement System upon the Superintendent's retirement or resignation from the District. The Superintendent's required contribution to the Teachers Health Insurance Security Fund (THIS) shall be deducted from his salary.
8. In addition to all other contributions to retirement plans made under this Contract and the salary stated in Section 6 of this Contract, the Board shall make a fully vested non-elective employer contribution to the Superintendent's Section 403(b) annuity in the amount of Seven Thousand Five Hundred Dollars (\$7,500.00), payable as a one-time lump sum no later than July 31 of each contract year. The Superintendent does not have the option of receiving this non-elective contribution in cash or another form of compensation. In addition, from the annual salary stated above in Section 6 of this Contract, the Superintendent may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible deferred compensation plan as described in Section 457(b) of the Internal Revenue Code if adopted by the Board and/or (2) authorize a salary reduction in order that the Board may purchase a 403(b) eligible product for the Superintendent as described in Section 403(b) of the Internal Revenue Code, in accordance with the Board's 403(b) Plan, if offered, and provided that the Superintendent confirms that any such deferrals and reductions are within Internal Revenue Code limitations.
9. The Board will pay the full premium of the District's family or single major medical hospitalization insurance, dental, and vision plan for the Superintendent and contribute the maximum amount to the Health Saving Account (HSA), if elected. In addition, the Superintendent will receive a term life insurance policy in the amount of \$300,000.00.
10. The Superintendent shall receive thirty (30) days of paid vacation annually during the term of this Contract. At the Superintendent's option, he may annually cash in up to five (5) days of unused vacation for reimbursement at the applicable per diem rate based on 260 workdays. The Superintendent cannot accumulate or carry over unused vacation days beyond June 30 of each contract year. Requests for vacation leave of more than three (3) consecutive workdays shall be subject to the approval of the Board President. Vacation leave for three (3) or fewer consecutive workdays may be taken by providing electronic written communication to the Board President at least twenty-four (24) hours in advance of the vacation leave.
11. The Superintendent shall receive twelve (12) sick days annually. Sick leave days not used by the Superintendent will accumulate from year to year to an unlimited number of days but may not be converted into compensation to the Superintendent. The Superintendent shall

receive five (5) personal days annually. Any unused personal days shall carry over and be counted toward accumulated sick leave days. On July 1, 2026, the Superintendent will receive a one-time allotment of 20 days of sick leave in addition to his normal annual allotment.

12. The Board will pay the Superintendent's annual professional dues and membership fees for those organizations to which Superintendent membership is expected including, but not limited to the following organizations: the Illinois Association of School Administrators (IASA), the American Association of School Administrators (AASA), the Illinois Association of School Business Officials (IASBO), the American Society of Business Officials (ASBO), CoSN, and local civic organizations as discussed and agreed upon with the Board.
13. The Superintendent shall be encouraged to attend appropriate professional meetings at the local, state and, as needed and determined, at the national level. The costs of attendance, including mileage and travel reimbursement subject to Board policy, shall be paid by the Board. Prior agreement of the Board President and Superintendent is required for attendance at national conferences that are held out-of-state. With the permission of the Board and assuming there is no disruption to the role of Superintendent, he may attend courses, seminars or other professional activities, serve as a consultant to another school district or educational agency, or conduct speaking engagements without loss of salary.
14. In addition to other benefits as are herein provided, the Board shall purchase for the Superintendent a long-term disability insurance policy that would compensate the Superintendent for at least 60% of the Superintendent's base annual salary under this Contract, and that would become effective after a reasonable qualifying period as required by the insurance policy. Said disability policy shall be purchased by the Board from a duly qualified company or trust.
15. The Superintendent shall provide a personally owned or leased automobile or other vehicle for business purposes. As the Superintendent shall be required to travel between campuses and make other business-related trips including, but not limited to, meetings with District representatives, attorneys, auditors, parents and constituents. The Superintendent shall bear all costs associated with the purchase, upkeep and maintenance of said vehicle.
16. Annually, but not later than March 1 of each year of this Contract, the Board shall evaluate the Superintendent using a mutually agreed evaluation instrument. However, in the final year of the Contract, the Board shall evaluate the Superintendent no later than February 15. Superintendent shall be responsible for notifying the Board of the responsibility to evaluate the Superintendent no later than December 31 of each year. As part of this annual evaluation, the Superintendent shall advise the Board as to his progress on the Goals set forth in Exhibit A at least 60 days prior to the date by which the Board evaluation is due. As part of this annual evaluation, the Board shall advise the Superintendent in writing of any significant concerns to the Superintendent's progress report. The Superintendent and the Board may mutually agree to make appropriate modifications to the Goals and/or the program to achieve the Goals.
17. Notice of intent not to renew this contract shall be given to the Superintendent by the Board by April 1 of the year in which the contract expires. Said notice shall be in writing and state the specific reason for non-renewal. Failure to provide timely notice of non-renewal shall extend the contract for one (1) additional year. Within ten (10) days after receipt of a notice of intent not to renew this contract, the Superintendent may request a closed session hearing on the dismissal.

18. This Contract may be terminated by:

- A. Mutual agreement of the parties.
- B. Retirement, provided, however, the Superintendent gives the Board at least three hundred and sixty-five (365) calendar days written notice of the proposed retirement.
- C. Resignation, provided, however, that the Superintendent gives the Board at least ninety (90) days written notice of the proposed resignation.
- D. Discharge for cause. "For cause" shall mean uncured incompetency, cruelty, negligence, immorality, failure to comply with the terms and conditions of this Contract, or any other uncured conduct, act, or failure to act by the Superintendent which is detrimental to the best interests of the School District. The Board shall not arbitrarily or capriciously seek the Superintendent's discharge for cause. Reasons for discharge for cause shall be given in writing to the Superintendent, who shall be entitled to notice and a hearing before the Board to discuss those reasons. If the Superintendent chooses to be accompanied by legal counsel at such hearing, all such personal expenses shall be paid by the Superintendent. The Board hearing shall be conducted in closed session.

Nothing shall prohibit the Board from suspending the Superintendent with pay "for cause" pending completion of a discharge for cause. After the effective date of dismissal, the Superintendent shall not be entitled to further payments of compensation of any kind under this Contract, except that the Superintendent shall be entitled to any vested benefits payable under the rules and regulations of the Illinois Teachers' Retirement System.

19. Subject to applicable law, should the Superintendent be temporarily unable to perform any or all of his duties by reason of illness, accident, or other cause beyond his control for a period of time longer than accrued sick leave, the Board may, in its discretion, make a proportionate deduction in the Superintendent's salary for such period of time after the use of accrued sick leave until the time the Superintendent returns to his duties. If such disability continues for a period of time longer than accrued sick leave or ninety (90) consecutive work days, whichever is longer, or if such disability is permanent, irreparable, or of such a nature as to make the performance of his duties under this Contract impossible, the Board may then, in its discretion, terminate this Contract at which time the respective rights, duties, and obligations of the parties shall cease. Provided, however, that if this Contract is terminated for such permanent, irreparable, or impossibility of performance the Superintendent shall be entitled to payment on a proportionate basis of any accrued but unused sick leave, vacation pay or other accrued but unused benefits, as of the date of the termination of this Contract.
20. All notices required by this Contract or by law shall be in writing and shall be served either personally on the Superintendent or the Secretary of the Board, as the case may be, or by certified or registered mail, return receipt requested. Notices by mail shall be deemed to commence upon actual receipt of the notice or upon attempted delivery by mail to the addressee.

All notices to the Secretary of the Board shall be addressed to:

Secretary of the Board of Education  
Cass School District 63  
8502 Bailey Road  
Darien, IL 60561

All notices to the Superintendent shall be addressed to:

Dr. Travis McGuire [at the last known address on file with the District business office]

21. This Contract has been executed in Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.
22. Section numbers have been inserted for convenience of reference only, and if there shall be any conflict between such numbers and the text of this Contract, the text shall control.
23. 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.
24. 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.
25. This Contract shall be binding upon and inure to the benefit of the Superintendent, his successors, assigns, heirs, executors, and personal representatives, and shall be binding upon, and inure to the benefit of the Board, its successors and assigns.
26. Both parties have had the opportunity to seek the advice of counsel. The Board and the Superintendent have each relied upon the advice and representation of counsel selected by them respecting the legal liabilities of the parties, if any.
27. 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.
28. 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 and subject to the rights of Superintendent hereunder.
29. 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.

CASS SCHOOL DISTRICT 63  
DUPAGE COUNTY, ILLINOIS

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Dr. Travis McGuire, Superintendent

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Lana Johnson, President

ATTEST:

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Urszula Tanouye, Secretary

## **EXHIBIT A**

### **Student Performance and Academic Improvement Goals**

This contract is a performance-based contract linked to student performance and academic improvement. The Superintendent shall strive to meet the goals during the term of this contract. The parties agree the following goals and indicators are linked to student performance and academic improvement:

Annually, the Superintendent, with the assistance of his administrative team, shall:

- A. Evaluate student performance, which shall include but not be limited to student performance on standardized tests, attendance, and promotion rate;
- B. Review the curriculum and instructional services of the school; and
- C. Report to the Board on his findings as to (i) student performance and (ii) recommendations, if any, for curriculum or instructional changes as a result of his evaluation of student performance.