

**EMPLOYMENT CONTRACT BETWEEN
THE VENTNOR CITY BOARD OF EDUCATION
AND ROBERT DELENGOWSKI
JULY 1, 2024 THROUGH OCTOBER 30, 2024**

INTERIM SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

This Employment Contract is made by and between the VENTNOR CITY BOARD OF EDUCATION, with offices at 400 N. Lafayette Avenue, Ventnor, NJ 08406 (herein referred to as "Board") and Robert Delengowski, herewith recognized as the INTERIM SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY, who currently resides at [REDACTED], (herein referred to as "Interim School Business Administrator") for the term beginning July 1, 2024, and running through October 30, 2024.

WHEREAS, the Board desires to provide the Interim School Business Administrator with a written employment contract in order to enhance administrative stability and continuity within the school, which the Board believes generally improves the quality of its overall educational program; and

WHEREAS, the Board and the Interim School Business Administrator believe that a written employment contract is necessary to specifically describe their relationship and to serve as the basis of effective communications between them as they fulfill their governance and administrative functions in the operation of the educational program of the Ventnor City School District ("District"); and

NOW, THEREFORE, the Board and the Interim School Business Administrator, for the consideration herein specified, set forth the following mutual covenants and agreements:

1. TERM

The Board, in consideration of the promises of the Interim School Business Administrator set forth below, hereby employs, and the Interim School Business Administrator hereby accepts employment as the Interim School Business Administrator/Board Secretary commencing on July 1, 2024, and expiring at 11:59 P.M. on Wednesday, October 30, 2024, pursuant to the terms of this Contract and law.

2. CERTIFICATION

At all times while serving pursuant to this Contract, the Interim School Business Administrator shall hold a valid and appropriate certificate to act as a School Business Administrator in the State of New Jersey.

3. RESPONSIBILITIES/DUTIES

In consideration of the per diem compensation established herein, the Interim School Business Administrator agrees to the following:

Interim BA initials _____

BOE Rep. initials _____

- A. To faithfully perform the duties outlined in the Board-approved job description of the School Business Administrator/Board Secretary, and to serve in accordance with the laws of the State of New Jersey, the rules and regulations adopted by the State Board of Education, all existing Board policies and, and those which are adopted by Board in the future. The specific job description adopted by the Board and applicable to the position of School Business Administrator/Board Secretary is incorporated by reference into this Contract.
- B. To devote his time, attention, and energy to the business of the District.
- C. To perform all duties incident to the office of School Business Administrator/Board Secretary and such other duties as may be prescribed by the Superintendent from time to time.

4. PROFESSIONAL GROWTH

The Board encourages the continuing professional growth of the Interim School Business Administrator through his appropriate participation in:

- A. Operations, programs, and other activities conducted or sponsored by local and state school administrators and school board associations.
- B. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Interim School Business Administrator to perform his professional responsibilities for the Board.

5. COMPENSATION

The Board shall pay the Interim School Administrator a per diem rate of \$550.00 for the period starting July 1, 2024, through October 30, 2024, or the commencement of the term of a new Business Administrator/Board Secretary, whichever is sooner.

The Interim School Business Administrator shall not be eligible for any fringe benefits (i.e. sick days, vacation, personal leave, paid holidays, bereavement leave, health insurance, disability leave, etc.).

6. WORK SCHEDULE

The schedule of the Interim School Business Administrator shall be established by the Superintendent. The per diem rate will be based on a normal workday consisting of eight (8) hours. However, the Interim School Business Administrator is employed for specific tasks and is expected to work additional time in order to accomplish such tasks when necessary. The Interim Business Administrator shall also be required to attend the following meetings/events as directed by the Superintendent, with no additional compensation beyond the per diem rate:

- A. Meetings of the Board of Education

Interim BA initials _____

BOE Rep. initials _____

- B. Meetings of the Committees of the Board of Education; and
- C. Negotiation sessions between the Board and collective bargaining units representing District staff.

The Interim School Business Administrator will only be paid for days actually worked in the district. Compensation shall be payable twice per month following the Board's usual payroll schedule.

7. TERMINATION

Either party may terminate this contract by giving fourteen (14) days written notice of intent to terminate. Notice from the Interim School Business Administrator shall be in writing to both the Board President and the Superintendent at the following address:

Ventnor City Board of Education
400 N. Lafayette Ave.
Ventnor, NJ 08406

The Board may terminate the Contract immediately for cause.

In the event that the certificate of the Interim School Business Administrator is revoked, this Contract shall become null and void as of the date of the revocation.

8. PROFESSIONAL LIABILITY

In accordance with N.J.S.A. 18A:16-6 and 6.1, Board shall defend, hold harmless, and indemnify the Interim School Business Administrator from any and all demands, claims, suits, actions, and legal proceedings brought against the Interim School Business Administrator in his individual capacity, in his official capacity as agent and/or Interim School Business Administrator/Board Secretary of Board, and where such coverage is within the authority of the Board to provide. This provision shall survive the term of this Contract.

9. CONSULTATION WITH SOLICITOR

The Interim School Business Administrator shall be authorized, without prior permission or consultation with the Board, to consult with the Board's Solicitor on matters affecting the District.

10. COMPLETE AGREEMENT

This Contract embodies the entire agreement between the parties hereto and supersedes any prior or contemporaneous agreement, representation or understanding, whether written or oral. This Contract may not be modified except by written instrument executed by all the parties hereto.

Interim BA initials _____

BOE Rep. initials _____

WHEREAS, the appropriate Executive County Superintendent, has reviewed and approved the within Contract; and

WHEREAS, a duly authorized officer of the Board has approved the terms and conditions of this Contract; and

WHEREAS, the BA has approved the terms and conditions of this Contract; and

WHEREAS, By initialing each page and executing this agreement, both parties accept and agree to all covenants contained within this document.

WHEREAS, this Contract has been approved by a majority vote of the **Members of the Board of Education of the Ventnor City School District** at its meeting of June 4, 2024, and has been made a part of the minutes of that meeting;

IN WITNESS WHERE OF, they set their hands and seals to this Contract effective on the day and year first above written.

BOARD of EDUCATION of the
VENTNOR CITY SCHOOL DISTRICT

_____	BY: _____
Robert Delengowski	Mr. Douglas Biagi
Interim Business Administrator/Board Secretary	President, Ventnor City Board of Education

_____	_____
Date	Date

WITNESS:

Dr. Carmela Somershoe
Superintendent, Ventnor City School District

Date

Interim BA initials _____

BOE Rep. initials _____