

CONTRACT BETWEEN

**The Board of Education of
Community Consolidated School District 146
&
Tinley Council of Local 604, IFT/AFT
Illinois Federation of Teachers
American Federation of Teachers**

2020-2021

2021-2022

2022-2023

2023-2024

2024-2025

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**ARTICLE I -
RECOGNITION, SCOPE, AND JURISDICTION**

1.1 Recognition

The Board of Education of Community Consolidated School District 146, Tinley Park, Illinois, hereinafter referred to as the *Board*, hereby recognizes the Tinley Council of Local 604 of the Illinois Federation of Teachers/American Federation of Teachers, hereinafter referred to as the *Union*, as the sole bargaining agent, with regard to wages, hours, and other terms and conditions of employment, for the bargaining unit that includes all full and part-time non-administrative licensed personnel employed in the District.

The following positions and/or categories are excluded from the bargaining unit: nurses, Co-op teachers, aides and other ESP employees, and any other supervisory, managerial, confidential, and short-term employees in the District.

1.2 Definition of *Teacher*

When used hereinafter in this Agreement, the term *Teacher* shall refer to a member of the teacher bargaining unit as described in Section 1.1 above, except as expressly stated otherwise.

1.3 Part-Time Teachers

Part-time Teachers are defined as those Teachers who are hired on less than a full-time basis for the school year (i.e., not including substitutes).

1.4 Conflict Between Policy and Agreement

In the event any policy, rule, or regulation of the Board is in conflict with any provision of this Agreement, the provisions of the Agreement shall prevail unless the policy, rule, or regulation is the result of a federal or state law.

ARTICLE II - TEACHER WORKING CONDITIONS

2.1 Teacher Facilities

Each Teacher shall have an assigned room in which to teach his/her students, which need not be permanent. Each Teacher shall also have an adult-sized desk, computer, and a filing cabinet not necessarily located, however, in a room in which he/she teaches.

2.2 Classroom Security

Teachers shall be informed if any article is removed from a Teacher's classroom.

2.3 Health and Safety

Safe and healthful conditions shall be maintained throughout District schools. Health and safety conditions may be grieved only up to and including the third step of the grievance procedure set forth in Article X of this Agreement.

2.4 Lesson Plans

Teachers shall be required to have weekly lesson plans available for the Principal's review on request.

2.5 Professional Courtesy

Administrators and Teachers shall treat each other with professional courtesy.

2.6 Classroom Interruptions

There shall be limited use of the intercom, such as in cases of emergency, other than regularly scheduled times. Classroom telephones should be placed in the "do not disturb" mode during instructional time. The office can override this if an emergency arises.

2.7 Assignment of Grades

The responsibility for assigning grades to students within the grading policies of the District rests primarily with the classroom Teacher. A grade may be changed in accordance with the procedures and reasons established in Board policy, provided that a Teacher shall be notified concerning the nature and reasons for any grade change. (*School Code*, 10-20.9a)

2.8 Substitutes for Staffing

If special education staffings are held during the classroom time of the regular education classroom Teacher involved, a substitute will be provided when needed. If staffings are held during the classroom time when a special education Teacher is involved, a substitute may be provided.

2.9 School Year, Work Day, and Calendar

A. As long as legally permitted, the work year for all Teachers shall not exceed 181 days, scheduled on a school calendar that consists of 175 pupil attendance days, four (4) institute days, and two (2) parent-teacher conference days. The school calendar shall provide for 186 days (i.e., emergency days). It is the Teacher's professional responsibility to complete annual mandatory training.

- B. The Teacher work day will be seven (7) hours and fifteen (15) minutes in length, including a duty-free lunch, but exclusive of all other professional responsibilities expected of Teachers (e.g., parent meetings, IEP meetings, conferences with supervisors, etc.). Reporting time for Teachers before the student day and Teacher-release times after the student day shall be established by the District, as well as the times of the student day. On full-day SIP and Institute days, Teachers in all buildings will report to their assigned building at 8:00 and be dismissed at 3:00 p.m., with an hour for lunch. With the approval of the Superintendent, building Principals may alter the before/after school hours of Teachers to provide flexibility in special or emergency circumstances.
- C. Prior to submitting calendar options or changes to the previously adopted calendar to the Board for official action, the Administration and Union will meet and collaborate on the proposed options or changes to the calendar.
- D. As long as legally permitted, the school calendar will include six (6) half-day SIP days. On half-day SIP days, Teachers' work day will begin at their regular start time, will include a 45-minute lunch break, and will end 30 minutes earlier than their regular end time at the elementary schools and 35 minutes earlier than their regular end time at middle school.

2.10 Plan Time

Plan time is used to fulfill teaching responsibilities. Efforts will be made to maintain Teachers' plan time. However, the parties agree and understand that on occasion a Teacher's plan time may be shortened or interrupted because of professional obligations.

The Board shall provide pre-K – 8 Teachers with at least 200 minutes per full week of student attendance.

In a week that includes events, such as field trips or assemblies, the parties recognize and agree that the full amount of plan time set forth in this provision may not be provided or available.

Teachers may leave the building during plan periods after notifying the office.

2.11 Key to Assigned Room

Each Teacher shall have a key or key card to his/her assigned room.

2.12 Building Meetings

- A. There may be no more than one (1) regularly scheduled, after-school meeting per month, unless an emergency circumstance arises. If any additional meetings are necessary, prior approval must be obtained from the Superintendent. Teachers are expected to attend all meetings.
- B. In general, Mondays should be set aside for building and/or Union meeting use. These dates will be mutually agreed upon by the Administration and the Union.

- C. Whenever possible, important information will be disseminated by email in lieu of calling meetings.
- D. Meetings will begin ten (10) minutes after student dismissal and shall last no longer than one (1) hour.

2.13 Professional Development

A District panel of Administrators, Principals, the Union President, and Teachers will jointly plan/develop the Professional Development calendar for the year. Each building's School Improvement Team will develop each SIP day's schedule, which will be submitted to the Superintendent.

2.14 Evaluation of Schools

A Principal, if requested by a majority of the Teachers in his/her building, shall conduct an evaluation of the state of the school in conjunction with a Teacher-elected team of Teachers. Such evaluation shall be limited to once each school term. The purpose of such evaluation shall be mutually agreed upon by the Principal and Teachers. The evaluation shall be conducted at a mutually agreed upon time by the Principal and Teachers when the students are not in attendance and when no institute, inservice training workshop, or faculty meeting is scheduled. The final report of the findings of the team shall be sent to the Superintendent, the Board, and the President of the Union. Service on the evaluation team shall be without pay.

2.15 School Discipline

The responsibility of maintaining discipline shall rest with the Teachers and Administration. A Teacher is expected to work with Administration when a student is disruptive and causes physical or verbal harm. Repeated violators of school disciplinary policy shall be referred to the proper administrative office with a report of the reasons. The Teacher will be notified of the action taken by the administration office.

2.16 Supplies

Teachers of each school shall make recommendations to the Administration with respect to the types and amounts of instructional supplies ordered for that school.

2.17 Teacher Licenses

- A. It shall be the responsibility of the Teachers in the District to register their licenses with the Illinois State Board of Education.
- B. All Inservice/SIP Days shall meet requirements for licenses renewal. Administration will provide proper documentation for professional development hours when activities are eligible.

2.18 Class Size

If a Teacher has a concern related to his/her class size or composition, he/she has the right to address the concern with the building Principal to explore possible solutions. If the Teacher is not satisfied with the results of the meeting, he/she should then address the concerns, in writing, with a copy to the Superintendent. The discussion between the

Principal and the Teacher should be completed within ten (10) school days from the time the Principal receives the request for a meeting.

Automatic reviews shall occur at the following class size:

K - 2	22 students
3 - 5	24 students
6 - 8	29 students
Encore	29 students

2.19 Part-Time Teachers' Working Conditions

Part-time Teachers are expected to attend the following activities and meetings:

- A. All a.m. sessions of SIP/Institute Days, except that part-time teachers do not have to attend ½ day SIPs. Attendance at p.m. sessions when requested by the Principal will be compensated at the Curriculum Work rate
- B. All scheduled Parent/Teacher Conferences
- C. One (1) faculty meeting per quarter, with attendance to be determined by the Principal
- D. One (1) grade level meeting per quarter, with attendance to be determined by the Principal
- E. Open House
- F. Mandated training (using flex time)

2.20 Academic Freedom

If any individual or group of individuals attempts to censor any textbooks, library materials, other instructional materials, teaching methods, or topics, the following procedures will be followed.

- A. All objections and complaints regarding any of the above must be submitted to the Superintendent in writing and signed by the resident of the District making the complaint.
- B. Written objections and complaints will be reviewed by a committee composed of three (3) Teachers appointed by the Union President and three (3) members of the Administration appointed by the Superintendent.
- C. The committee will submit its findings and recommendations in writing to the Superintendent, who will convey them to the Board. The Board agrees not to act on the matter before receiving and studying the recommendations of the committee, except in case of emergency.
- D. Any textbook, library materials, other instructional materials, teaching methods, or topics shall remain in use in the District until the Board takes action to remove the material or prohibit the teaching method or topics, except in cases of emergency.

2.21 Personnel File

- A. Only one official file shall be kept for each Teacher in the District. Such file shall be in the Central Administration Office and shall be available to the Teacher, except for confidential materials exempt by law, such as letters of reference and documents that disclose personal information about a person other than the Teacher. (*Personnel Record Review Act*, Section 10)
- B. Each Teacher shall have reasonable access to his file and shall have the right to insert materials relevant to his/her service in the District or his/her qualifications in general.
- C. Teachers shall have the right, at their expense, to have photocopies of any material, except for those documents exempt by law from access. Neither a Teacher's complete file nor any of its contents shall be copied nor made known to any unauthorized persons without notice to the Teacher.
- D. No disciplinary material shall be added to a Teacher's file without notifying the Teacher. The Teacher shall be asked to sign and date the material. The signature indicates that the Teacher has read the materials; however, it does not imply agreement with its content. If the Teacher refuses to sign and date the copy, a notation to that effect will be placed in the Teacher's file with the materials.
- E. The Teacher shall have the right to attach dissenting material to any item in his/her file.

2.22 Parent/Teacher Conferences

Parent/Teacher conferences will be held twice a year. District-wide conferences will be scheduled between 11:00 AM and 8:00 PM. Teachers will make reasonable attempts to arrange conferences to meet with all parents/guardians.

**ARTICLE III -
TEACHER ASSIGNMENTS, TRANSFER, SENIORITY, AND RIF**

3.1 Notice of Assignments for Next School Year

Each Teacher shall be notified in writing of his/her tentative assignments for the following school year, as to grade level, school, and/or content area on or before May 1 of the school year.

3.2 Teacher Request for Voluntary Reassignment

A. Teachers' requests for reassignment to another building shall be submitted in writing to the Superintendent no later than March 15.

B. Teachers' requests for reassignment to teach a different grade level or content area within the building shall be submitted in writing to the Building Principal no later than March 15.

C. Teachers who are granted requests for reassignment to another building or to another grade level or content area will be paid at the Committee Work/Staff Development rate for up to 7.5 hours of time spent outside the normal workday setting up their new classrooms. If such a reassignment occurs less than one month before the first day of the school year, the Teacher will instead be paid at the Committee Work/Staff Development rate for up to 10 hours for preparation and planning, including staff development, as the Teacher and Administration mutually agree.

3.3. Involuntary Reassignment

Although Teachers may be involuntarily reassigned to another building or to another grade level or content area, the Administration will avoid such reassignments without conversation with the Teacher. If a Teacher is reassigned to another building due to a position closing and that position opens again prior to August 1st, he/she will be given first consideration to return to the original position.

Teachers who are involuntarily reassigned (i.e., not at the Teacher's request) to another classroom will be paid at the Committee Work/Staff Development rate for up to 7.5 hours of time spent outside the normal workday setting up the new classroom. If such an involuntary reassignment occurs less than one month before the first day of the school year, the Teacher will instead be paid at the Committee Work/Staff Development rate for up to 10 hours for classroom set-up. Teachers who are involuntarily reassigned to another office will be paid at the Committee Work/Staff Development rate for up to 3 hours of time spent outside the normal workday setting up the new office. All amounts paid under this paragraph are subject to pre-approval of the Principal.

3.4 Notification of Vacancies

Prior to filling positions on a permanent basis, the District shall notify Teachers through the school email system of all vacancies for teaching during the school year and for summer school, administration, and interscholastic athletic coaching positions in the District. Teachers interested in such positions may apply for open positions by completing an

internal application. Internal candidates who applied and were not selected for the position will be notified by the hiring Administrator.

3.5 Employment of Staff

In cases where additional staff may be required, the Superintendent shall consider giving preference to employment of Teachers rather than educational support personnel.

3.6 Seniority

Seniority shall be defined as the length of consecutive years of full-time tenured teaching service in the District and shall accumulate from the date of original hire of a Teacher. The original date of hire shall be deemed to be either the first day worked or the Board's employment approval date, whichever occurs first. In the event of any ties in seniority, the following factors shall be used in the order indicated to determine a tenured Teacher's seniority ranking:

- A. Total consecutive years of service as a Teacher in the District (full- and part-time service);
- B. Advanced degrees, multiple endorsements, and/or graduate hours in the Teacher's current assignment;
- C. Total years of non-consecutive teaching service in the District.

In the initial year of employment or in any subsequent probationary year of service, any full-time Teacher who actively works at least 120 days shall earn one (1) full year of seniority credit. Full-time probationary teachers who do not actively work for at least 120 days shall not earn seniority credit for that year. Full-time tenured Teachers who actively work at least ninety-one (91) school days (including use of sick leave days, but not sick bank days) shall earn one (1) year of seniority credit for each year worked in the District. Part-time Teachers (i.e., employed less than a 1.0 FTE) shall earn one half (½) year of seniority credit for each full year worked. A Teacher does not accrue seniority while on an unpaid leave of absence (excluding FMLA leave for eligible Teachers) or while on recall.

Example: If a tenured Teacher eligible for FMLA uses 18 weeks of temporary disability leave for a personal illness one year, the first 12 weeks designated as FMLA leave are credited towards seniority and only the 6 remaining weeks of unpaid disability leave are deducted from the Teacher's seniority credit for that year. If the Teacher has enough accumulated sick leave to cover up to these 6 weeks, then no time is deducted from the Teacher's seniority credit. NOTE: A Teacher in his/her probationary years, however, will receive no seniority credit for this year because the Teacher will not have met the required 120-day threshold.

The District shall maintain a seniority list for Teachers showing years of consecutive service. Annually, but no later than 75 days before the end of the school year, the District shall provide a copy of the seniority list to the Union President. In advance of the preparation of the final seniority list, Teachers shall be afforded at least five (5) work days

to submit corrections to their seniority ranking to the Superintendent; no further corrections to the list shall be made until the following year. Teachers who are absent during the corrections time period may contact the Superintendent upon their return to submit changes.

3.7 Reduction-in-Force and Recall

If a Teacher is removed or dismissed as a result of a decision by the Board to decrease the number of Teachers or to discontinue some particular type of teaching service, the following provisions shall apply:

- A. Written notice shall be mailed to a Teacher and also given to the Teacher either by certified mail, returned receipt requested, or by personal delivery with receipt, at least forty-five (45) calendar days before the Teacher is removed or dismissed, together with a statement of honorable dismissal and the reason for the reduction-in-force.
- B. The Board shall honorably dismiss Teachers in the order of their grouping (Groups I through IV), based on performance evaluation ratings, as established under the *School Code*.
- C. If the Board has any vacancies during the recall period established under the *School Code*, the positions becoming available shall be offered to the Teachers honorably dismissed according to reverse performance rating grouping at the time of their release, provided they are qualified to hold such position.
- D. Notice of recall shall be sent to a Teacher who has been honorably dismissed by certified mail (return receipt requested) to the last address submitted to the Board by the Teacher. The Teacher must notify the Board in writing, within ten (10) calendar days of receipt of the offer, of the acceptance or rejection of any vacant position tendered to the Teacher during the recall period. Any Teacher who fails to notify the Board of his/her acceptance or rejection of an offered position within the time lines set forth above shall be deemed to have waived his/her recall rights and will no longer be eligible for any other vacant positions that become available within the recall period. A Teacher who timely responds and declines the offered position shall remain on the recall list, but will be placed at the bottom of the list.
- E. If a Teacher is released and recalled to a position within the legal recall period, the reduction-in-force shall not constitute a break in service with District 146.
- F. The Board's determination in every case as to sequence of removal, dismissal, or reemployment shall be final.
- G. The Board will consult with Union leadership prior to taking any action which might result in reduction in staff.

ARTICLE IV - LEAVES

4.1 Sick Leave

- A. Full-time Teachers shall be granted paid sick leave at the beginning of each year as indicated below. Part-time Teachers shall receive pro-rata sick leave. A sick day equals the number of hours that a Teacher is scheduled to work. There shall be no limits on accumulation of unused sick days. The determination of the annual sick leave allocation shall be based on the Teacher's accumulated sick leave as of the last Teacher work day of the previous year.

Years of Service	Accumulation	Days Awarded
1-9	NA	12
10-14	110	12 + 1
15+	170	12 + 2

Sick leave shall be used in cases of personal illness, quarantine at home, or serious illness or death of anyone residing in the household or immediate family, or birth, adoption, or placement for adoption. Immediate family is defined as spouse, children, parents, brothers, sisters, grandparents, grandchildren, great-grandparents, parents-in-law, brothers-in-law, sisters-in-law, or legal guardian.

- B. The Superintendent or designee may require a physician's certificate, at the Teacher's expense, as a condition for paying sick leave after a Teacher has been absent for three (3) consecutive days for personal illness, or as it deems necessary in other cases. (*School Code*, 24-6)

If the Superintendent or designee requires a certificate during an absence of less than three (3) days or the Board formally directs a Teacher to undergo a physical examination after the initial medical examination required for employment, the District shall pay the expenses incurred by the Teacher. (*School Code*, 24-5 and 24-6)

Teachers must provide, at their own expense, any medical verification required for a leave of absence.

4.2 Temporary Disability

Any full-time Teacher who is absent because of personal disability or incapacity shall be deemed temporarily disabled and afforded a leave of absence for an extended period up to the maximum time indicated below. A Teacher on temporary disability leave shall not accrue any benefits, such as advancement on the salary schedule or sick leave, while on said leave. Temporary disability leave shall run concurrently with any accumulated sick leave, personal leave, and FMLA leave available to the Teacher and shall be calculated on the "rolling backwards" method used for FMLA eligibility during a 12-month period (see Article 4.15 of Agreement).

Employed in District	Temporary Disability Maximum Leave
0 through 1 year -	30 consecutive school days.
2 through 4 years -	60 consecutive school days, or the exhaustion of paid leave, whichever happens last.
5 through 9 years -	less than 90 consecutive school days or for less than 90 out of 120 intermittent school days from the same illness or incapacity, OR the exhaustion of paid sick leave, whichever happens last.
10 through 14 years -	less than 120 consecutive school days or for less than 120 out of 160 intermittent school days from the same illness or incapacity, OR exhaustion of paid sick leave, whichever happens last.
15 or more years -	less than 180 consecutive school days or for less than 180 out of 210 intermittent school days from the same illness or incapacity, OR exhaustion of paid sick leave, whichever happens last.

Further, the Board, in its sole discretion, may grant any Teacher who is deemed permanently disabled (i.e., absent for more consecutive school days than allowed above) and whose accumulated sick leave has been exhausted an extended unpaid leave of absence in accordance with the terms and conditions applicable to all unpaid leaves as set forth in Article 4.15 of this Agreement. Pregnancy shall be treated as any other disability or incapacity for purposes of this provision.

4.3 Extended Personal Illness Leave

When any Teacher exhausts all accumulated paid leave and temporary disability leave time during an extended illness while under the care of a physician, the Teacher may apply for an extended personal illness leave for up to 175 teaching days for that illness. If granted by the Board, said leave shall be without pay. Requests for such discretionary leave shall be made in accordance with Article 4.15 of this Agreement and shall be subject to all the terms and conditions set forth in that Article.

4.4 Health Insurance for Disability

The Board recognizes that there may be Teachers who, as a result of disability, will be unable to fulfill the duties assigned to them. In the event that a full-time Teacher becomes temporarily disabled and is unable to continue his/her work assignment and is receiving disability payments from the Illinois Teachers' Retirement System, the Board shall continue to pay its share of the individual and/or family medical insurance premium for the Teacher according to the following eligibility schedule from the date of the disability. The Board's obligation to continue to pay for medical insurance will end at the expiration of the time periods shown below.

Years in District	Paid Medical Insurance
1 st year	None
2 through 4	3 calendar months (FMLA right)
5 through 9	4 calendar months
10 through 14	6 calendar months
15+ years	9 calendar months

The Board shall provide information about medical insurance to a disabled Teacher regarding conversion to a policy of his/her choice. The premium for said conversion policy shall be paid by the Teacher.

4.5 Bereavement Leave

In the case of death of a member of the immediate family (as defined in Section 4.1 above), Teachers may use up to a maximum of two (2) additional work days for bereavement one (1) time per school year.

These days will not accumulate from year to year and will not be counted against the Teacher's sick-leave accumulation.

4.6 Sick Leave Bank

- A. Any full-time Teacher shall be eligible to participate voluntarily in a "Sick Leave Bank." Teachers who desire to participate in the Sick Leave Bank shall submit written notice of intent to participate on a provided form. Said notice shall be given to the Sick Leave Bank Committee, who will administer the provisions of the Sick Leave Bank, prior to October 1 of each year. Any Teacher on extended sick leave during the annual enrollment period is ineligible to join the Sick Leave Bank. Days awarded to a Teacher from the Sick Bank shall not count toward District seniority credit or salary schedule advancement.
- B. Each participating Teacher must contribute a minimum of three (3) days upon initial enrollment. Additionally, in case of depletion of the Sick Leave Bank below the 45% level (i.e., computed from the total enrollment in the Bank multiplied by three (3) days) during the school year, an automatic deduction of one (1) day shall be made from participants in the Bank with prior consent of the Sick Leave Bank Committee. No Teacher who has submitted a notice of intent to retire will have a sick day automatically deducted.
- C. A participant may cancel membership by so indicating in writing directed to the attention of the chairperson of the Sick Bank Committee. Cancellation of membership, regardless of reason, shall mean forfeiture of any claim to contributed days and benefits of membership.
- D. Authorized withdrawals by participating Teachers from the Sick Leave Bank shall be made only upon approval of the majority of members of the Sick Leave Bank Committee. The Sick Leave Bank Committee shall be made up of the four (4) members of the Union Executive Board, a Union-designated committee chairperson, and an Administrator. The decisions of the Committee shall be final.

and are not subject to the grievance and arbitration procedures set forth in Article X of this Agreement.

- E. A participating Teacher may not apply for withdrawal from the Sick Leave Bank until the Teacher has, in fact, depleted his/her accumulated sick leave and has been absent for a minimum of thirty (30) school days with a catastrophic illness. Each withdrawal shall be no more than twenty (20) school days. A Teacher may apply for additional withdrawals if necessary upon depletion of the initial withdrawal. Under no circumstances shall withdrawals from the Sick Leave Bank be used to extend a participant's sick leave beyond the school year in which the leave first commenced. A Teacher may not apply for future Sick Leave Bank withdrawals until he/she has completed one (1) year of active teaching service after use of the Bank.
- F. The Sick Leave Bank is available to Teachers who have exhausted all of their accumulated sick leave and suffer from a personal illness, disability, or hospitalization of a "catastrophic" nature. Catastrophic refers to life-threatening, extraordinary, or chronically debilitating medical conditions and is not intended to include commonplace or ordinary medical conditions. Examples of catastrophic medical conditions include certain cancers and pregnancy/child-birth complications that are hazardous to the life of the mother and/or unborn child. In contrast, the flu, a broken leg, and routine pregnancies are not considered catastrophic medical conditions. Generally, catastrophic medical conditions must be considered both long-term in nature and require long-term recuperation periods. A physician's statement certifying that the medical condition is life-threatening, extraordinary, or chronically debilitating must be submitted with the Teacher's request to access the sick leave bank.
- G. The Sick Leave Bank Committee shall compile a roster of participating teachers and shall submit its information to the administration no later than October 15. The Committee shall also report the specifics of any withdrawals to the Administration as days are withdrawn and awarded to a participating Teacher.
- H. Any Teacher who is receiving disability benefits from the Teachers' Retirement System or who is absent for illness or injury due to work-related accident (which is compensable under the *Illinois Workers' Compensation Act*) may not avail himself/herself of any benefits of the Bank. Teachers who are on Board-approved leaves of absence, except for a temporary disability leave, shall be ineligible to withdraw days from the Sick Leave Bank.

4.7 Personal Business

Full-time teachers shall be excused up to three (3) days per school year with pay for reasons of personal business. Part-time teachers shall receive pro-rata personal leave. For the third day, the teacher shall provide a reason. Except in an emergency situation, a teacher must provide at least two (2) days' written notice to his/her principal requesting use of personal leave. Such leave days will not be permitted on the day before or after a school break or holiday and on a SIP or Institute Day. The Superintendent may grant exceptions to these

use restrictions at his/her sole discretion. Personal business leave authorized, but not used, shall be added to the individual teacher's accumulated sick leave.

4.8 Child-Rearing

Full-time teachers may use short- and long-term leave options for which they are eligible in connection with the birth or adoption of a child.

A. Tenured Teachers

A full-time tenured Teacher shall be eligible for an unpaid leave of absence for maternity and/or child-rearing purposes, subject to the following conditions and to the general conditions for unpaid leaves set forth in Article 4.15 of this Article:

1. **Maternity/Female:** A Teacher who desires a child-rearing leave for maternity reasons shall request approval for such leave in accordance with Article 4.15 of this Article. The effective dates of the leave shall be determined pursuant to Article 4.15. At the time a leave is requested, the Teacher shall be expected to inform the Superintendent or designee of the full, desired duration of the leave. A maternity leave must begin no later than the actual date of delivery of the child or at the expiration of sick leave for purposes of disability. Once the leave commences, sick leave shall not be applicable during the period of the maternity leave. Any accumulated sick leave available at the commencement of the leave shall be available to the Teacher upon return to employment in the District.
2. **Adoption/Male or Female:** Any full-time Tenured teacher desiring child-rearing leave as a result of becoming an adoptive parent of a child less than ten (10) years of age shall be granted an unpaid leave of absence upon satisfactory written notice to the Superintendent or designee of the date the child is expected to be received. It shall be the responsibility of the applying Teacher to keep the Superintendent or designee informed of the status of the proceedings and, as soon as known, the expected date of the delivery of the child. Requests for adoption leave shall be made in accordance with Article 4.15 of this Agreement and are subject to the terms and conditions of that Article.
3. **Parental/Male:** A full-time tenured male Teacher shall be entitled to an unpaid child-rearing leave of absence. Eligibility for such leave shall arise upon the anticipated birth of a child whom the Teacher has fathered and shall be granted in accordance with Article 4.15.

B. Probationary Teachers

Under unusual circumstances, a child-rearing leave of absence may be granted to a probationary Teacher by action of the Board, subject to all the conditions applicable to a tenured Teacher, provided the length of such leave shall not impact the ability of the District to evaluate the Teacher to determine whether to renew his/her probationary contract. The granting of maternity leave to any probationary Teacher

shall not constitute a precedent for the granting or withholding of leave to any other probationary Teacher. Each request shall be judged on its own merits and shall be within the sole discretion of the Board. Additional conditions or restrictions may be established for any such leave, provided nothing shall be construed as requiring any probationary Teacher to apply for such leave or accept the conditions established.

C. Short-Term Child-Rearing Options

Nothing in this section shall be construed as requiring any Teacher to apply for a child-rearing leave. A Teacher not eligible for or not desiring a long-term child-rearing leave may (1) utilize accumulated sick leave during any period of illness related to pregnancy and/or the delivery of the child, or for adoption, or placement for adoption (limited to thirty (30) school days unless a physician substantiates a medical need for additional sick leave use) (*School Code*, Section 24-6), and may (2) exercise his/her rights under the federal *Family and Medical Leave Act*. If a Teacher has exhausted accumulated sick leave, she shall be granted a leave of absence without pay or other benefits during the period of temporary disability due to pregnancy in accordance with Article 4.2 of this Agreement. Such Teacher shall return to employment immediately following the termination of such disability.

4.9 Leave for Military Service and Annual Training

A. The Board will provide military leave for Teachers who are called or volunteer for military service while under full-time contract in District 146 or as otherwise required by federal and Illinois law. Such Teachers shall, upon return, be entitled to all benefits to which they are legally entitled, provided that the Teacher gives notice at least ninety (90) days prior to the start of the school year of his/her intent to return to the District upon honorable discharge from service.

B. An unpaid leave of absence for annual military training tours will be granted upon written request to Teachers eligible under federal and Illinois laws. A Teacher's written request shall be delivered to the Board no less than forty-five (45) days prior to the start of the training tour, except in cases of emergency. The Board may consider requests for leave of absence with pay for such training tours, provided that the Teacher cannot arrange a tour of duty at a time other than during the school year. If the Board determines to grant a leave of absence with pay, the Board shall deduct from such salary any amounts received by the Teacher for such service.

4.10 Jury Duty/Witness

Personnel called for jury duty or subpoenaed as a witness for District business shall turn over to the District business office evidence of participating in such court service and will have no deduction made from the teacher's regular salary because of such absence. Employees shall keep their jury payment provided to compensate them for mileage, travel, and/or food expenses.

4.11 Workmen's Compensation Leave

Any Teacher who is temporarily disabled as a result of any injury arising out of and in the course of his/her employment shall continue to receive his/her full regular salary and shall

not be charged with any earned sick leave or other similar benefits for a period of twenty (20) work days from the date of the accident.

Benefits payable from the insurance carrier (Workmen's Compensation) shall be made directly to District 146 during the twenty (20) work days from the date of the accident and as long as the Teacher remains eligible for temporary disability benefits during this time period. After twenty (20) days, if the disability continues, the Teacher shall receive full pay from District 146, assign all workmen's compensation benefit pay to District 146, and use his/her earned sick leave at the rate of 1/3 of a day of earned sick leave per day of absence.

4.12 Personal Growth Leave

The Board believes that the provision of leaves helps to attract and retain Teachers who will continue to develop and grow professionally and personally. To support and encourage this concept, the Board will provide to Teachers an opportunity for personal growth leave. After six (6) consecutive years of full-time service in District 146, a Teacher may apply for a one (1) year unpaid personal growth leave of absence. The purpose of the leave is to provide time for staff members to pursue areas of interest to them with the assurance that a position in the District will be available to them at the conclusion of the leave. Such leave will be for one (1) full academic year only. After completion of such leave, the Teacher will not be eligible for another personal growth leave until he/she has completed another six (6) consecutive years of full-time teaching.

Requests for such personal growth leave shall be made in accordance with Article 4.15 of this Agreement and shall be subject to all the terms and conditions set forth in that Article. If there are several requests for personal growth leave in any one year, the Board may limit to four (4) the number which it will grant. In such case, the decision of the Board, both as to the number of leaves and which requests will be granted, is final and not subject to the grievance procedure established in this Agreement.

4.13 Professional Meeting Leave

The Union shall be granted two (2) days released time, at full salary, to be used by the President or Vice-President of the Union, or his/her designee, for the purpose of attendance at meetings, conventions, or other business matters relating to the Union, provided that the Union assumes the cost of substitutes and meeting expenses. Requests for such released time must be made by the President, in writing, to the Superintendent, with a copy to the Principal, not less than five (5) days prior to the date of such absence.

4.14 Family and Medical Leave

Full-time Teachers who have been employed by the Board for at least twelve (12) months and have worked at least 1,250 hours during the preceding twelve (12) months shall be eligible for medical and/or family leave in accordance with the provisions of the federal *Family and Medical Leave Act of 1993* ("FMLA"). Such leave shall be unpaid unless accumulated sick, personal, and vacation leave is available to a Teacher; any such available paid leave must be used concurrently with FMLA leave. An eligible teacher is entitled to FMLA leave for up to twelve (12) work weeks during a twelve (12) month period, as calculated under the "rolling" 12-month period measured backward from the date the teacher uses any FMLA leave.

Each time a Teacher takes FMLA leave, the remaining leave to which the teacher is entitled would be any balance of the 12 weeks which has not been used during the immediately preceding 12 months.

Example 1: If a Teacher has taken eight (8) weeks of leave during the past twelve (12) months, an additional four (4) weeks of leave could be taken.

Example 2: A Teacher takes four (4) weeks of FMLA leave beginning February 1, 2007; four (4) weeks beginning June 1, 2007; and four (4) weeks beginning December 1, 2007. In this case, the Teacher would not be entitled to any additional FMLA leave until February 1, 2008. However, beginning on February 1, 2008, the teacher would be entitled to four (4) weeks of leave; on June 1, 2008, the teacher would be entitled to an additional four (4) weeks, and on December 1, 2008, an additional four (4) weeks of FMLA leave.

FMLA leave may be used for the following purposes:

- A. the birth of a child and to care for the newborn child, provided the leave is taken no later than twelve (12) months after the birth of the child;
- B. the placement of a child for adoption or foster care, provided the leave is taken no later than twelve (12) months after the placement of the child;
- C. the care of the Teacher's spouse, child, or parent with a serious health condition; or
- D. the treatment of a serious health condition that makes the Teacher unable to perform the functions of the job; or
- E. certain military-related reasons.

A Teacher shall provide thirty (30) days' notice to the Superintendent before a foreseeable FMLA leave is to begin based upon an expected birth, placement for adoption, foster care, or planned medical treatment. If thirty (30) days' notice is not practicable due to lack of knowledge, a change in circumstances, or medical emergency, notice shall be given as soon as practicable. If the request is for an intermittent leave or leave on a reduced-schedule basis, the Teacher shall also advise the Superintendent of the reasons why the leave schedule is necessary and of the schedule for treatment.

4.15 General Conditions for Leaves of Absences

Unless otherwise set forth in this Agreement, any leave of absence afforded by the Board is subject to the following general terms and conditions:

- A. **Time-Lines for Requesting Leaves.** Application for an unpaid leave, excepting leaves under the federal *Family and Medical Leave Act*, shall be made in writing to the Superintendent or designee at least one hundred twenty (120) calendar days

prior to the proposed start of the leave or, if the leave is for the following school year, by February 1 of the preceding year. An emergency request for an unpaid leave of absence may be submitted with as much advance notice as possible under the circumstances. The application shall indicate the requested starting and ending dates of the leave.

- B. **Medical Substantiation.** Any request for a leave based upon personal medical reasons shall be accompanied by a physician's statement indicating the nature, anticipated extent, and duration of medical disability. Evidence from a qualified physician indicating the Teacher's ability to perform all assigned teaching duties shall be submitted at least thirty (30) calendar days prior to the return of any Teacher on an unpaid leave for personal medical reasons.
- C. **Structuring of Leave Dates.** After consultation with the Teacher, the Superintendent or designee shall prepare a plan for the commencement and termination of any leave of absence recommended for approval, taking into consideration maintenance of continuity of instruction and medical factors to the maximum possible degree and any pertinent, related time factors. At the time a leave is requested, the Teacher shall be expected to inform the Superintendent or designee of the full, desired duration of the leave.

Unpaid child-rearing leave shall continue until the end of the school year in which the child is born or adopted, provided the birth or adoption occurs prior to Winter Break. If the birth or adoption occurs between the start of Winter Break and June 30, child-rearing leave will be granted, upon request of the Teacher, to extend through the following school year, defined as the period from July 1 to the following June 30. All other unpaid leaves of absence shall not exceed the balance of the school year in which it commences. Every effort shall be made to have such leave terminate immediately prior to the start of a new school year. Leaves which commence during the summer recess shall begin no later than July 1.

- D. **Insurance and Tuition Benefits.** With the consent of the carrier and after the expiration of any insurance benefits for an unpaid leave afforded under the federal *Family and Medical Leave Act*, a Teacher on an unpaid leave of absence may maintain insurance benefits by making timely payments of all premiums which may be due to the Business Office or elsewhere pursuant to its direction. A Teacher on an unpaid leave of absence shall not be eligible for tuition reimbursement.
- E. **Salary Schedule Advancement/Seniority Effect.** A Teacher shall not receive District seniority credit or experience credit toward salary schedule advancement during the time in which the Teacher is on an unpaid leave of absence or is using the Sick Bank. During the school year in which a leave commences or terminates, a Teacher shall be entitled to advancement on the salary schedule and District seniority credit if the Teacher has actively worked (including FMLA time and sick days) 91 attendance days or more of teaching.

- F. **Notice of Intent to Return.** Any Teacher granted an unpaid leave of eight (8) calendar months or more, as a condition thereof, shall advise the Superintendent or designee in writing no later than February 15 prior to the termination of such leave that he/she intends to return to employment. At the start of the second semester of the school year, the Superintendent shall send a written reminder to any Teacher on an unpaid leave who must give notice of intent to return by the February 15 deadline. Any Teacher on an unpaid leave which commences after January 1 must give written notice of intent to return by May 1 prior to the termination of such leave. Failure to advise the Superintendent or designee of intent to return as required by this section shall be treated as an election not to return to employment and as a resignation from the District.
- G. **Position Upon Return.** A Teacher returning from an approved leave of absence shall be assigned to a position for which the Teacher is legally qualified.
- H. **Eligibility for Further Leaves.** A Teacher who has been granted an unpaid leave of absence shall not become eligible for a subsequent leave unless and until such Teacher has returned to full-time service for at least two (2) complete school terms, provided, under exceptional circumstances, the Board may grant such leave in its sole and absolute discretion. The granting or withholding of such leave shall be without precedential effect.
- I. **Early Return from Leave.** A Teacher on an approved leave of absence may request in writing to return to employment prior to the conclusion of the leave if the reasons for the leave no longer exist. In such event, the Board shall offer the requesting Teacher the first available vacancy for which the Teacher is qualified, provided the Board is not under contractual or other obligations to any other Teachers.

4.16 Leaves for Late Hires

Teachers hired on a full-time basis during the year (i.e., late hires) shall have leave in proportion to the amount of time or part of the year for which they are employed based on the leave provisions for full-time Teachers.

**ARTICLE V -
SALARY AND FRINGE BENEFITS**

5.1 Compensation

- A. Teachers shall be paid during the term of this Agreement in accordance with the compensation schedules attached as Appendix A to this contract and incorporated herein. From these compensation amounts, the Board shall deduct and remit on behalf of the Teacher all required pension and insurance obligations owed to the Illinois Teachers' Retirement System and the Teachers' Health Insurance Security fund.

The compensation schedules in Appendix A will include the following increases over the previous year's base salary:

- 2020-21: 3.25%;
 - 2021-22: 3.25%;
 - 2022-23: 3%;
 - 2023-24: 3%; and
 - 2024-25: 3%.
- B. Teachers may move only one (1) vertical step annually on the compensation schedule.
- C. Part-time Teachers who are rehired in the District move annually on the schedule.
- D. For the duration of this Agreement, a Teacher who does not have a Master's Degree but completes the coursework and passes the test to become National Board Certified will move to the Master's lane. If the individual already has a Master's, he/she will move to the MA + 45 lane.
- E. Teachers employed after November 1 in any school year do not gain credit for a full year of service towards vertical movement. A Teacher who does not actively work (including FMLA leave and sick days) for 91 attendance days in a school year shall not advance vertically on the salary schedule. Placement on the salary schedule is made on the basis of full years of service. Movement from one step to the next on the salary schedule is not automatic and such movement may be denied for cause.

5.2 Extended Service/Other Stipend Positions

During the term of this Agreement, Teachers may serve in extended service positions, coaching, and other stipend positions as indicated in Appendices B, C, D, E of this contract, attached and incorporated herein. Teachers shall be paid for these positions in accordance with the terms and schedules shown in these Appendices.

5.3 Payroll

- A. Teachers shall have the option of being paid annually on a 22 or 26 payment schedule. Teachers hired after the start of the school year shall have their payment schedule prorated.
- B. Teachers who resign during the year shall be paid for the period of actual employment and shall have their salaries prorated on the basis of the number of Teacher attendance days in the school calendar.

5.4 Deductions

- A. Upon written request of the Teacher, and in accordance with applicable law, salary deductions shall be made for
 - 1. Credit Union
 - 2. Tinley Council of Local 604, IFT- AFT
 - 3. Tax-sheltered annuities
 - 4. Any other program mutually agreeable to the Board and Union.
- B. The Board will make Union dues payroll deductions upon written request by the employee on the form provided by the Union. This form will be provided to the Board by the Union. The Board shall honor employees' individually authorized deduction forms and shall make such deductions in the amount certified by the Union for dues, assessments, or fees. Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions. Dues revocations are processed by the Union. In the event that an employee revokes his or her dues in accordance with the terms in which he or she authorized the dues deduction, the Union will notify the employer after the close of the revocation window. This request must be made at least ten (10) calendar days prior to the first deduction.

The District agrees to remit these dues and/or fees to the Union twice each month that dues/fees are deducted. A list of all employees within the bargaining unit and any deductions that have been made and the amount of each deduction shall accompany each remission. Any changes in the personnel from the list previously furnished shall be submitted to the Union within ten (10) working days.

The Union shall indemnify and hold harmless the Board, its members, officers, agents, and employees from and against any and all claims, demands, actions, complaints, suits, or other forms of liability that shall arise out of, or by reason of action taken by the Board for the purposes of complying with these provisions, or in reliance on any list, notice, authorization form, certification, affidavit, or assignment furnished by the Union under this provision.

5.5 Mileage Allowance

Teachers who are required to use their automobiles for approved travel on District business shall be reimbursed on a mileage basis. The mileage reimbursement shall be the amount allowed by IRS.

5.6 Liability Protection

The Board will, in accordance with the Illinois *School Code*, indemnify and protect Teachers against any loss or liability by reason of death or bodily injury and property damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts allegedly committed during the scope of employment or under the direction of the Board.

5.7 Tuition Reimbursement

- A. Tenured teachers shall receive tuition reimbursement for approved graduate-level courses taken leading to a Masters Degree and/or approved endorsements and for those which are post-Masters' courses.

Reimbursement for courses leading to a first Masters Degree and/or approved endorsements shall be made on the basis of actual tuition paid based on the hourly tuition rate per semester hour of credit charged by Governor's State University. For programs in a District-designated shortage area that require an approved endorsement, reimbursements shall be made on the basis of actual tuition paid based on the hourly tuition rate per semester hour of credit charged by Governor's State University.

Reimbursement for a second approved Master Degree and approved graduate coursework not leading to a Masters shall be based upon actual tuition paid at fifty percent (50%) of the hourly tuition rate charged by Governor's State University per semester hour of credit.

- B. For coursework to be pre-approved by the Superintendent and the Board, the following guidelines must be met.
- Pre- and post-Masters and approved endorsements coursework must be directly related to the Teacher's educational assignment or field/content area or be in an area designated as a shortage area by the District. The District's identified shortage areas shall be announced annually in March.
 - For a Masters program a letter of intent, including program syllabus and schedule of courses required for the degree, shall be submitted prior to enrollment. Once approved, the selection of courses cannot be altered without prior approval of the Superintendent.
 - For all coursework (undergraduate as required by the Board, post-Masters' work, approved endorsements, or graduate courses that do not lead to a Masters), the course description shall be submitted prior to enrollment using the District's course pre-approval form.
 - At the discretion of the Superintendent, post-Masters' course work toward an administrative certificate or endorsement may be approved.
- C. In the event any course is rejected by the Superintendent for reimbursement, the Superintendent shall provide reasons in writing for said rejection.

- D. The Board also will provide reimbursement at the full rate established by Governor's State University for all courses taken by a Teacher if required by the Board to enable the placement of the Teacher in a new assignment.
- E. Teachers who request reimbursement for approved course work will be responsible for obtaining documentation from the university of actual tuition paid (exclusive of all extraneous fees). Documentation must also be provided to show successful completion of the coursework with a grade of *A* or *B* via the submission of an official grade report. Request for reimbursement must be made within 120 days following completion of the coursework.
- F. The Board will reimburse tuition payments to Teachers twice annually. To be eligible for reimbursement by the end of November, the Teacher must have all required documentation submitted by October 15. To be eligible for reimbursement by the end of May, the Teacher must submit all required documentation by April 15. The Teacher must be employed in the District at the time of reimbursement. If a Teacher has been approved for a graduate course and is then reduced-in-force, said Teacher will be reimbursed tuition costs pursuant to this section.

5.8 Lane Advancement on Salary Schedule

- A. Approved academic coursework qualifying for tuition reimbursement will also qualify for credit towards lane movement on the compensation schedule, provided that only coursework taken after a Masters Degree will qualify for lanes beyond the MA lane. **(NOTE: Teachers who are considering retirement should refer to Article VI for possible impact of lane movement on retirement benefits.)**
- B. Changes in lane status (horizontal movement on the salary schedule) shall be made twice annually. For lane changes to be effective on the first day of the fall semester following completion of course work, the Teacher must notify the District by September 15 and provide certification from the college or university that the additional credits have been earned or the higher degree has been awarded. Receipt of the official transcript and degree conferred, if applicable, must occur no later than October 15. For lane changes to be effective on the first day of the spring semester following completion of course work, the Teacher must notify the District by January 15 and submit a copy of the official transcript and degree conferred, if applicable, no later than February 15.
- C. Teachers whose Masters Degree in their field requires forty-eight (48) or more semester hours of graduate work to complete will be allowed to move to the MA+15 lane upon completion of their Masters Degree.
- D. During the term of this Agreement, newly-hired speech and language Teachers shall be placed on the MA+30 lane.

5.9 Medical and Life Insurance

- A. The Board will provide a group hospitalization and medical insurance program to all eligible full-time Teachers, with benefits as indicated in the District's program booklet.
- B. For all Teachers who are ineligible for or who do not elect medical insurance, the Board will provide a \$100,000 term-life policy pursuant to the District group life insurance program.
- C. The Board and Teacher sharing of the group hospitalization and medical insurance premiums will be as follows:

Board Contribution	Employee Contribution
Single 95%	5%
Family 75%	25%

The Board shall pay the first nine percent (9%) of any annual increase in the individual and family premiums. Any annual increase beyond 9% will be split 50/50 between the Board and Teacher calculated from the first year of this Agreement as the base year.

Single Coverage Example

YEAR	DESCRIPTION	COST BREAKDOWN	
Year 1	Insurance cost is \$100.00 per month. Therefore:	\$100.00	
		Board	Employee
	Board pays 95% (\$95.00); Employee pays 5% (\$5.00)	\$95.00	\$5.00
Year 2	Insurance increase is 10% (\$10.00), bringing total cost to \$110.00. Therefore:	\$110.00	
		Board	Employee
	\$109.00 is split 95%/5% and	\$103.55	\$5.45
	\$1.00 is split 50%/50%	\$0.50	\$0.50
		\$104.05	\$5.95
Year 3	Insurance increase is 8% (\$8.80), bringing total cost to \$118.80. Therefore:	\$118.80	
		Board	Employee
	\$118.80 is split 95%/5%	\$112.86	\$5.94

- D. The Board and Union agree to establish a District Insurance Committee that will meet annually to review the health insurance plans.

5.10 Life Insurance

The Board will provide term-life insurance, under the group hospitalization and medical insurance program, of \$20,000 for each eligible full-time Teacher.

5.11 Dental and Vision Insurance

The Board will provide dental insurance and offer vision insurance to eligible full-time Teachers and dependents pursuant to the District group dental insurance program. Teachers who select the vision insurance will pay for that benefit.

5.12 Flexible Spending Account

The District will institute a flexible spending account program under the provisions of Section 125 of the *Internal Revenue Code*.

5.13 Internal Substitution

- A. Teachers shall be reimbursed at the rate of 1/7th of their daily salary for each period they are required to substitute in place of their plan period.
- B. All Teachers, including specialists, who are required to take a classroom of students because of the lack of a substitute shall be paid at 1/7th of the long-term substitute daily rate for each hour they are required to take a classroom of students. Compensation shall be prorated for split classrooms.

5.14 Middle School Overload

Teachers at the Middle School shall be reimbursed at the rate of 1/7th of their per diem salary per hour, prorated for the class period taught, for each additional class period they volunteer to teach.

5.15 Teacher Induction and Mentoring Compensation

A. Induction

- 1. All full-time Teachers who are new to the District are required to participate in the District's Induction Program for the duration of their probationary status. Part-time teachers who are new to the District are required to participate during their first two (2) years of employment.
- 2. All first- and second-year Teachers will be assigned a mentor whom they are to meet with on a regular basis (no less than six (6) times per year) for the purpose of refining and reflecting on practice.
- 3. All Teachers who are new to the District shall receive a one-time stipend amount of \$300 for their participation in the Induction program. All Teachers who are second-year probationary teachers in the District shall receive a one-time stipend amount of \$200 for their participation in the Induction program. These stipends may be pro-rated or withheld by the District for any Teachers who do not satisfy the requirements of the Induction Program.

B. Mentoring

- 1. Teachers wishing to become mentors must meet qualifications for mentor Teachers.

2. All mentors shall participate in the District's Mentor Training Program.
3. Mentor Teachers who are assigned to a probationary Teacher shall receive a stipend amount of \$475 for the school year. If a mentor is assigned a second probationary Teacher, the mentor shall receive an additional stipend amount of \$265 for the school year. These stipends may be pro-rated or withheld by the District for any mentor Teachers who do not formally meet with their mentees at least six (6) times per year.

ARTICLE VI - RETIREMENT

6.1 District Retirement Benefit Plan

A. **Eligibility** – A Teacher shall be eligible for the District’s Retirement Benefit Plan subject to the following eligibility requirements:

1. Must, at the time of resignation for retirement purposes (date of retirement) have at least fifteen (15) years of full-time consecutive years of teaching service in District 146; and
2. Can retire under the Teachers’ Retirement System with no discount penalty (i.e., at least 60 years of age on or before the last day of service in the District or at least age 55 with at least 35 years of TRS creditable service by the last day of service in the District); and
3. Must retire in the year that first makes the Teacher eligible for full retirement (i.e., 35 years of TRS creditable service, including sick leave); and
4. Shall not cause the Board to pay any penalties to TRS resulting from creditable earnings in excess of six percent (6%) in the Teacher’s four (4) years used for the TRS retirement calculation; and
5. Must submit to the Superintendent’s office an irrevocable letter of intent to resign for retirement purposes by the following dates, with the Teacher’s retirement to occur no later than the date indicated:

Submit Letter Between	For Year Retiring
June 1-30, 2020 (by 4:00 p.m.)	June, 2021
June 1-30, 2020 (by 4:00 p.m.)	June, 2022
March 1 -15, 2021 (by 4:00 p.m.)	June, 2022
March 1 -15, 2021 (by 4:00 p.m.)	June, 2023
March 1 -15, 2022 (by 4:00 p.m.)	June, 2023
March 1 -15, 2022 (by 4:00 p.m.)	June, 2024
March 1 -15, 2023 (by 4:00 p.m.)	June, 2024
March 1 -15, 2023 (by 4:00 p.m.)	June, 2025
March 1 -15, 2024 (by 4:00 p.m.)	June, 2025
March 1 -15, 2024 (by 4:00 p.m.)	June, 2026
March 1 -15, 2025 (by 4:00 p.m.)	June, 2026
March 1 -15, 2025 (by 4:00 p.m.)	June, 2027

B. **Retirement Compensation** – Teachers who are eligible to retire under the District’s Retirement Benefit Plan will be compensated by six percent (6%) over their prior year’s creditable earnings for up to two (2) years prior to their retirement. The Teacher further understands and acknowledges that he/she will not receive any

other compensation for any additional activities or participation on behalf of the District during the years in which the Teacher is receiving retirement compensation. If a Teacher has an extended service, athletic, or other obligation at the commencement of the retirement compensation period and ceases to perform those services during the period, the calculation of the Teacher's retirement increase shall be reduced by the amount of the extra services compensation.

C. Selection of Either a Post-Retirement Benefit or Medical Insurance After Retirement – The Board will provide an eligible Teacher upon resignation for retirement purposes one of the following two options. The Teacher must include his/her benefit choice in the submitted letter of intent to resign for retirement purposes:

1. **Post-Retirement Benefit** – The Board shall pay to an eligible retiring Teacher a post-retirement benefit, not to be included as TRS earnings. This benefit shall be calculated as thirty-five percent (35%) of the sum of the Teacher's total extended service stipends in the year of retirement plus the salary amount reflecting his/her lane and step equivalent to his/her years of full-time consecutive service in the District. The Board shall pay the post-retirement benefit to the retired teacher in the July following retirement.
2. **Medical Insurance After Retirement** – The Board shall perform all reasonable acts requested to qualify the retiring Teacher for eligibility in the medical insurance coverage for retired Teachers as offered by TRS and shall pay the cost of the individual portion of the TRS insurance, in the form of reimbursement to the Teacher when paid first by the teacher, quarterly, for a maximum period of time of five (5) consecutive years following retirement or until the Teacher is eligible for Medicare coverage, whichever occurs first.

D. Sole Benefit --Teachers who participate in the District Retirement Benefit Plan under this Agreement shall not be eligible for any retirement benefits that may be negotiated under a successor Agreement.

6.2 Payment for Unused Sick Leave

For any full-time Teacher who has a minimum of fifteen (15) years of continuous service in the District and who retires from District 146 and immediately takes his/her TRS retirement pension benefits, the Board shall reimburse any unused, accumulated sick leave days that the teacher does not elect to use for retirement credit in the Teachers' Retirement System at the rate of \$50 per day paid in the month of July of the year he/she retires.

ARTICLE VII - MANAGEMENT RIGHTS

7.1 Management Rights

The Board retains and reserves the ultimate responsibility for proper management of the District conferred upon and vested in it by the statutes and the Constitution of the State of Illinois and the United States, including but not limited to the responsibility for and the right:

- A. To maintain executive management and administrative control of the District and its properties and facilities, and the professional activities of its employees as related to the conduct of school affairs.
- B. To hire all employees, to determine their qualifications and the conditions for their continued employment, their dismissal or demotion, and their assignment, and to promote and transfer all such employees.
- C. To establish programs and courses of instruction, including special programs, and to provide for athletic, recreational, and social events for students, all as deemed necessary or advisable by the Board.
- D. To delegate authority through recognized administrative channels for the development and organization of the means and methods of instruction according to current written Board policy or as the same may from time to time be amended, the selection of textbooks and other teaching materials, and the utilization of teaching aids of all kinds.
- E. To determine class schedules, the hours of instruction, and the duties, responsibilities and assignments of teachers and other employees with respect thereto, and non-classroom assignments.
- F. The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof shall be limited by the specific and express terms of this agreement.

ARTICLE VIII - UNION RIGHTS

8.1 Non-Discrimination

Neither the Union nor any officer or employee of the Board, in its recruitment programs, hiring practices, dismissal procedures, or in any other relationship, shall discriminate against any Teacher on the basis of race, creed, color, sex, marital status, ethnic background, geographic origin, political affiliation, age, sexual orientation, disability, religion, veteran status, citizenship status, or any other category protected under federal, state, or local law. This section may be grieved but not beyond the Board level.

8.2 Equal Representation

The Union agrees to represent equally and without prejudice all members of the bargaining unit for purposes of negotiations with the Board concerning terms and conditions of their employment and of the settlement of grievances.

8.3 Use of School Equipment and Facilities

A. The Union shall have the reasonable use of typewriters, photocopy machines, computers, telephones, and other communication systems, including email and bulletin boards, for the conduct of its business as long as there is no interference with the normal operation of the school, does not occur during Teacher work hours, and complies with the District's acceptable technology use policy.

B. Upon request made to the Principal and forwarded to the Superintendent and provided that it does not interfere with the educational program, the Union shall be permitted the use of a school building room for the purpose of holding meetings.

8.4 Union Right to Address Teachers

A. The Union shall be allotted at least thirty (30) minutes during the District workshop for orientation of new Teachers.

B. The Union President or his/her designee shall have the right to address Teachers on all District No. 146 Institute or School Improvement Planning Days. This time shall be provided before or after the program.

8.5 Right to Information

The Board shall furnish the Union President with the following documents and kinds of information as they are regularly received, completed, or compiled:

1. Board agendas
2. Official minutes of Board meetings
3. Monthly budget summaries
4. School policy manual and revisions
5. Annual auditor's report
6. Current fiscal year budget
7. Teacher lists including home addresses and telephone numbers

The Board and the Union shall make available to each other, upon request, any and all information, statistics, and records of a non-confidential nature which may be relevant to negotiations or necessary for the proper enforcement of the terms of this Agreement.

8.6 Union Listings

The Union officers shall be listed in the District 146 directory.

8.7 Union Right to Meet with Principals or Designee

The Principal or designee of each school shall meet once a month or at mutually agreeable times with the Union Building Representative(s) to discuss school operations and matters relating to the implementation of this Agreement.

8.8 Union Right to Meet with Superintendent

The Superintendent or designee shall meet once a month or at mutually agreeable times with officers of the Union to discuss matters relating to the implementation of this Agreement.

8.9 Agreement Printing and Distribution

- A. The Agreement shall be reproduced by the Union as soon as possible after the date of ratification by both parties.
- B. The Board shall deliver one (1) copy of the Agreement to each Teacher, including new hires.
- C. The Board shall provide an electronic copy of the Agreement and post it on the District's website.

ARTICLE IX - GRIEVANCE PROCEDURE

9.1 Definitions

- A. A grievance shall consist of any complaint that a violation or misinterpretation of any of the express terms of this Agreement has occurred.
- B. As used in this Article, the term *days* shall mean days on which the District Business Office is open, excluding Winter and Spring Break. In the event the grievance occurs during the summer, the grievance shall be put in abeyance for a period not to exceed thirty-five (35) days. This abeyance period may be shortened or extended if mutually agreeable to both parties.

9.2 General Provisions

- A. A grievance may be initiated and/or conducted by a Teacher in his/her own behalf or by a Teacher accompanied by a Union representative if the Teacher so elects.
- B. No Teacher at any stage of the grievance procedure will be required to meet with any administrator without a Union representative if the Teacher so elects.
- C. In all steps of the grievance procedure, the grievance shall be heard during non-school hours, at a mutually agreed time. If at any step of the grievance procedures it becomes necessary for an individual to be involved during school hours as determined by the Board, he/she shall be excused without loss of pay for that purpose.
- D. If a grievance arises from the action of authority higher than the Principal, the Union may present such grievance at the appropriate step of the grievance procedure.
- E. A Teacher who participates in the grievance procedure shall not be subjected to disciplinary action or reprisal because of such participation.
- F. The Teacher and his/her representative, if any, have the right to be present at all hearings and meetings concerning his/her grievance.
- G. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit lodging an appeal at the next step of this procedure within the time allotted had the decision been given.
- H. In any instance where the Union is not represented in the grievance procedure, the Administrator making the decision shall notify the Union in writing of the resolution of the grievance at each level.

9.3 Procedure for Adjustment of Grievances

A. Informal Conference

A complaint shall first be discussed with the appropriate Administrator with the objective of resolving the matter informally.

B. Formal Procedure

1. **Step 1, Principal Level** -- In the event the matter is not resolved informally, the grievance, stated in writing, may be submitted by the Teacher or his/her representative, if any, to the appropriate Administrator within thirty (30) days after the occurrence of the act or condition which is the basis for the grievance.

a) The Administrator shall meet and confer on the grievance within five (5) days after the filing thereof, with a view to arriving at a mutually satisfactory adjustment. Participants in this conference and throughout the procedure shall be those guaranteed in the general provisions.

b) Within five (5) days after hearing the grievance, the Administrator shall state his/her decision in writing, together with supporting reasons, and shall furnish one (1) copy to the grievant Teacher and two (2) copies to the Union President.

2. **Step 2, Superintendent Level** -- Within ten (10) days after receiving the decision of the Administrator, an appeal from the decision may be made to the Superintendent. The appeal shall be in writing, set forth specifically the act or conditions and the grounds on which the appeal is based, and be accompanied by a copy of the decision in Step 1.

a) The Superintendent shall meet and confer on the grievance within ten (10) days with the objective of arriving at a mutually satisfactory adjustment.

b) Within five (5) days after hearing the appeal, the Superintendent shall communicate his/her decision in writing, together with supporting reasons, to the Administrator, the Union President or his/her designee, and the grievant.

3. **Step 3, Board Level** -- Within ten (10) days after receiving the decision of the Superintendent, an appeal from the decision may be made to the Board. This appeal shall be in writing and accompanied by a copy of the appeal at Step 2 and the decision at Step 2.

a) No later than thirty (30) days after receipt of the appeal, the Board shall hold a hearing on the grievance. The hearing shall be informal, but shall allow all parties to air their views. The grievants, their

representatives, if any, and other parties to the grievance shall be allowed to attend the entire hearing.

- b) Within ten (10) days after the hearing on the appeal, the Board shall communicate its decision, in writing, together with supporting reasons to the Superintendent, the Administrator, the Union President or his designee, and to the grievant.

- 4. **Binding Arbitration** -- If the decision at Step 3 is not satisfactory to the Union, a 4th step of impartial arbitration shall be available. Within ten (10) school days after receiving the Board's decision in Step 3, the Union must submit in writing a request to enter into such arbitration. The American Arbitration Association will immediately be requested to provide an arbitrator in accordance with the voluntary labor arbitration rules of said Association. The decision and/or award of the arbitrator will be binding upon the parties. Expenses for the arbitration shall be borne equally by the Board and the Union.

The arbitrator shall have no power to alter, amend, nullify, add to, or subtract from the express terms of this Agreement. The arbitrator shall consider and decide only the specific issues submitted to him/her in writing and shall base the decisions solely upon his/her interpretation of the meaning or application of the specific terms of this Agreement to the facts of the grievance presented.

**ARTICLE X -
EFFECT OF AGREEMENT AND DURATION**

10.1 Amendment of Contract

The term and conditions of this Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties in a written amendment executed according to the provisions of the Agreement.

10.2 Savings Provision

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, or Congress or the Illinois legislature enacts a law in conflict with any article, section, or clause of this Agreement, said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining articles, sections, or clauses shall remain in full force and effect for the duration of the Agreement, if not affected by the deleted article, section, or clause.

10.3 No Strike Provision

The Union, its members, and members of the bargaining unit agree not to strike, engage in any work stoppage, or picket, any of which of the foregoing in any manner would tend to disrupt the operation of any school in District No. 146 or its administrative offices, during the term of this Agreement.

10.4 Waiver of Mid-Term Bargaining

The parties acknowledge that during the negotiations which resulted in this Agreement and its appendices, each had the unlimited right and opportunity to make demands and proposals with respect to any matter or subject not removed by law or by specific agreement of the parties from the area of collective bargaining, and that the understanding and agreements arrived at by the parties after the exercise of that right are set forth in this Agreement. Therefore, the Board and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives any right which might otherwise exist under law, practice, or custom to negotiate any further agreements effective for or during the term of this Agreement, except as required under Section 10.5 below.

10.5 Contract Re-Opener

During the term of this Agreement, the Board and Union agree to meet to review and negotiate any financially catastrophic impact to the District that might result from any federal or state legislation or regulation.

10.6 Duration

This Agreement shall be effective as of August 1, 2020, and shall remain in full force and effect until July 31, 2025.

APPENDIX A - COMPENSATION SCHEDULES

Compensation for 2020-21 will be 3.25% over the 2019-20 base salary. Compensation for 2021-22 will be 3.25% over the 2020-21 base salary. Compensation for 2022-23 will be 3% over the 2021-22 base salary. Compensation for 2023-24 will be 3% over the 2022-23 base salary. Compensation for 2024-25 will be 3% over the 2023-24 base salary. Compensation schedules for each year are below.

APPENDIX A
2020-2021 COMPENSATION SCHEDULE

	BA	BA + 15	MA	MA + 15	MA + 30	MA + 45
1	\$48,533	\$50,237	\$51,976	\$53,801	\$55,573	\$57,704
2	\$49,503	\$51,242	\$53,015	\$54,877	\$56,685	\$58,858
3	\$50,493	\$52,267	\$54,076	\$55,974	\$57,819	\$60,035
4	\$51,503	\$53,312	\$55,157	\$57,094	\$58,975	\$61,236
5	\$52,534	\$54,378	\$56,260	\$58,237	\$60,156	\$62,460
6	\$53,584	\$55,467	\$57,386	\$59,400	\$61,359	\$63,710
7	\$54,656	\$56,576	\$58,532	\$60,590	\$62,585	\$64,985
8	\$55,749	\$57,708	\$59,704	\$61,802	\$63,837	\$66,284
9	\$56,864	\$58,861	\$60,899	\$63,036	\$65,115	\$67,609
10	\$58,002	\$60,038	\$62,115	\$64,297	\$66,416	\$68,961
11	\$59,163	\$61,239	\$63,358	\$65,584	\$67,745	\$70,341
12	\$60,344	\$62,464	\$64,626	\$66,896	\$69,100	\$71,747
13	\$61,552	\$63,714	\$65,919	\$68,234	\$70,482	\$73,183
14	\$62,782	\$64,988	\$67,238	\$69,598	\$71,890	\$74,646
15	\$64,039	\$66,287	\$68,582	\$70,991	\$73,329	\$76,138
16			\$69,954	\$72,411	\$74,796	\$77,661
17			\$71,352	\$73,858	\$76,292	\$79,215
18			\$72,778	\$75,336	\$77,817	\$80,799
19			\$74,234	\$76,843	\$79,374	\$82,415
20			\$75,719	\$78,378	\$80,962	\$84,064
21			\$77,233	\$79,947	\$82,581	\$85,745
22			\$78,778	\$81,545	\$84,233	\$87,460
23			\$80,354	\$83,177	\$85,917	\$89,208
24			\$81,961	\$84,841	\$87,636	\$90,993
25			\$83,600	\$86,537	\$89,389	\$92,813
26			\$85,273	\$88,267	\$91,175	\$94,668
27			\$86,978	\$90,032	\$92,999	\$96,562
28			\$88,717	\$91,833	\$94,860	\$98,495
29			\$90,491	\$93,670	\$96,756	\$100,464
30			\$92,301	\$95,542	\$98,691	\$102,474
31			\$94,148	\$97,454	\$100,666	\$104,522
32			\$96,031	\$99,402	\$102,679	\$106,612
33			\$97,951	\$101,390	\$104,732	\$108,744
34			\$99,910	\$103,419	\$106,827	\$110,919

APPENDIX A
2021-2022 COMPENSATION SCHEDULE

	BA	BA + 15	MA	MA + 15	MA + 30	MA + 45
1	\$49,127	\$50,853	\$52,613	\$54,460	\$56,254	\$58,411
2	\$50,110	\$51,870	\$53,665	\$55,549	\$57,380	\$59,579
3	\$51,112	\$52,907	\$54,738	\$56,660	\$58,527	\$60,771
4	\$52,134	\$53,965	\$55,833	\$57,794	\$59,698	\$61,986
5	\$53,177	\$55,045	\$56,950	\$58,949	\$60,892	\$63,226
6	\$54,242	\$56,145	\$58,089	\$60,130	\$62,111	\$64,490
7	\$55,325	\$57,270	\$59,251	\$61,331	\$63,353	\$65,781
8	\$56,433	\$58,414	\$60,434	\$62,559	\$64,619	\$67,097
9	\$57,560	\$59,584	\$61,644	\$63,811	\$65,912	\$68,438
10	\$58,712	\$60,774	\$62,878	\$65,085	\$67,231	\$69,806
11	\$59,887	\$61,989	\$64,134	\$66,387	\$68,575	\$71,202
12	\$61,085	\$63,229	\$65,417	\$67,715	\$69,947	\$72,627
13	\$62,305	\$64,494	\$66,726	\$69,070	\$71,346	\$74,079
14	\$63,553	\$65,784	\$68,061	\$70,452	\$72,772	\$75,562
15	\$64,822	\$67,100	\$69,423	\$71,860	\$74,227	\$77,072
16			\$70,811	\$73,298	\$75,713	\$78,612
17			\$72,227	\$74,764	\$77,227	\$80,185
18			\$73,671	\$76,258	\$78,771	\$81,789
19			\$75,144	\$77,784	\$80,346	\$83,425
20			\$76,647	\$79,340	\$81,954	\$85,094
21			\$78,180	\$80,925	\$83,593	\$86,796
22			\$79,743	\$82,545	\$85,265	\$88,532
23			\$81,339	\$84,196	\$86,970	\$90,303
24			\$82,965	\$85,880	\$88,710	\$92,107
25			\$84,625	\$87,598	\$90,484	\$93,951
26			\$86,317	\$89,350	\$92,294	\$95,830
27			\$88,044	\$91,135	\$94,139	\$97,745
28			\$89,805	\$92,958	\$96,021	\$99,700
29			\$91,601	\$94,818	\$97,943	\$101,696
30			\$93,432	\$96,714	\$99,901	\$103,729
31			\$95,301	\$98,647	\$101,898	\$105,804
32			\$97,207	\$100,621	\$103,937	\$107,919
33			\$99,152	\$102,633	\$106,016	\$110,077
34			\$101,135	\$104,685	\$108,136	\$112,278
35			\$103,157	\$106,780	\$110,299	\$114,524

APPENDIX A
2022-2023 COMPENSATION SCHEDULE

	BA	BA + 15	MA	MA + 15	MA + 30	MA + 45
1	\$49,609	\$51,351	\$53,129	\$54,994	\$56,806	\$58,984
2	\$50,601	\$52,378	\$54,191	\$56,094	\$57,942	\$60,163
3	\$51,613	\$53,426	\$55,275	\$57,216	\$59,101	\$61,367
4	\$52,645	\$54,495	\$56,381	\$58,360	\$60,283	\$62,594
5	\$53,698	\$55,584	\$57,508	\$59,527	\$61,489	\$63,846
6	\$54,772	\$56,696	\$58,658	\$60,718	\$62,718	\$65,123
7	\$55,869	\$57,830	\$59,831	\$61,934	\$63,974	\$66,425
8	\$56,985	\$58,988	\$61,029	\$63,171	\$65,254	\$67,754
9	\$58,126	\$60,167	\$62,247	\$64,436	\$66,558	\$69,110
10	\$59,287	\$61,371	\$63,494	\$65,725	\$67,889	\$70,492
11	\$60,473	\$62,598	\$64,764	\$67,037	\$69,248	\$71,900
12	\$61,683	\$63,849	\$66,058	\$68,379	\$70,632	\$73,338
13	\$62,918	\$65,126	\$67,380	\$69,747	\$72,045	\$74,806
14	\$64,175	\$66,429	\$68,728	\$71,143	\$73,486	\$76,302
15	\$65,459	\$67,758	\$70,103	\$72,565	\$74,955	\$77,829
16			\$71,506	\$74,016	\$76,454	\$79,385
17			\$72,935	\$75,497	\$77,984	\$80,971
18			\$74,394	\$77,007	\$79,544	\$82,591
19			\$75,881	\$78,546	\$81,134	\$84,243
20			\$77,398	\$80,118	\$82,757	\$85,928
21			\$78,946	\$81,720	\$84,412	\$87,646
22			\$80,525	\$83,353	\$86,101	\$89,400
23			\$82,136	\$85,022	\$87,823	\$91,188
24			\$83,779	\$86,722	\$89,579	\$93,012
25			\$85,454	\$88,456	\$91,371	\$94,871
26			\$87,164	\$90,226	\$93,199	\$96,769
27			\$88,906	\$92,030	\$95,063	\$98,705
28			\$90,685	\$93,869	\$96,963	\$100,677
29			\$92,499	\$95,747	\$98,902	\$102,691
30			\$94,349	\$97,663	\$100,881	\$104,746
31			\$96,235	\$99,615	\$102,898	\$106,841
32			\$98,160	\$101,607	\$104,955	\$108,978
33			\$100,124	\$103,639	\$107,056	\$111,156
34			\$102,126	\$105,712	\$109,196	\$113,380
35			\$104,169	\$107,826	\$111,380	\$115,647
36			\$106,251	\$109,983	\$113,608	\$117,959

APPENDIX A
2023-2024 COMPENSATION SCHEDULE

	BA	BA + 15	MA	MA + 15	MA + 30	MA + 45
1	\$50,095	\$51,855	\$53,650	\$55,533	\$57,363	\$59,562
2	\$51,097	\$52,892	\$54,722	\$56,644	\$58,510	\$60,753
3	\$52,119	\$53,950	\$55,817	\$57,777	\$59,680	\$61,968
4	\$53,162	\$55,029	\$56,933	\$58,932	\$60,874	\$63,208
5	\$54,225	\$56,129	\$58,072	\$60,111	\$62,091	\$64,472
6	\$55,309	\$57,252	\$59,233	\$61,313	\$63,333	\$65,761
7	\$56,415	\$58,397	\$60,418	\$62,539	\$64,600	\$67,076
8	\$57,545	\$59,565	\$61,626	\$63,792	\$65,893	\$68,417
9	\$58,695	\$60,757	\$62,860	\$65,066	\$67,211	\$69,787
10	\$59,869	\$61,972	\$64,115	\$66,369	\$68,555	\$71,183
11	\$61,066	\$63,212	\$65,398	\$67,697	\$69,926	\$72,606
12	\$62,287	\$64,476	\$66,707	\$69,048	\$71,325	\$74,057
13	\$63,534	\$65,764	\$68,040	\$70,430	\$72,751	\$75,538
14	\$64,806	\$67,080	\$69,401	\$71,839	\$74,207	\$77,050
15	\$66,100	\$68,422	\$70,790	\$73,277	\$75,691	\$78,591
16			\$72,206	\$74,742	\$77,204	\$80,163
17			\$73,651	\$76,236	\$78,747	\$81,766
18			\$75,123	\$77,762	\$80,324	\$83,400
19			\$76,626	\$79,317	\$81,930	\$85,068
20			\$78,158	\$80,902	\$83,568	\$86,770
21			\$79,720	\$82,521	\$85,239	\$88,506
22			\$81,314	\$84,172	\$86,945	\$90,276
23			\$82,941	\$85,854	\$88,684	\$92,082
24			\$84,600	\$87,572	\$90,457	\$93,923
25			\$86,292	\$89,323	\$92,267	\$95,802
26			\$88,018	\$91,110	\$94,112	\$97,717
27			\$89,779	\$92,933	\$95,995	\$99,672
28			\$91,574	\$94,791	\$97,915	\$101,666
29			\$93,406	\$96,685	\$99,872	\$103,697
30			\$95,274	\$98,619	\$101,869	\$105,772
31			\$97,179	\$100,592	\$103,908	\$107,889
32			\$99,122	\$102,604	\$105,985	\$110,046
33			\$101,105	\$104,655	\$108,104	\$112,248
34			\$103,127	\$106,749	\$110,267	\$114,491
35			\$105,190	\$108,883	\$112,472	\$116,781
36			\$107,294	\$111,061	\$114,722	\$119,116
37			\$109,439	\$113,283	\$117,016	\$121,498

APPENDIX A
2024-2025 COMPENSATION SCHEDULE

	BA	BA + 15	MA	MA + 15	MA + 30	MA + 45
1	\$50,586	\$52,363	\$54,175	\$56,078	\$57,925	\$60,146
2	\$51,598	\$53,411	\$55,259	\$57,199	\$59,084	\$61,349
3	\$52,630	\$54,479	\$56,364	\$58,343	\$60,265	\$62,576
4	\$53,683	\$55,568	\$57,491	\$59,510	\$61,471	\$63,827
5	\$54,756	\$56,680	\$58,641	\$60,700	\$62,700	\$65,104
6	\$55,851	\$57,813	\$59,814	\$61,914	\$63,954	\$66,406
7	\$56,969	\$58,970	\$61,010	\$63,153	\$65,233	\$67,734
8	\$58,108	\$60,149	\$62,231	\$64,416	\$66,538	\$69,089
9	\$59,271	\$61,352	\$63,475	\$65,706	\$67,870	\$70,470
10	\$60,455	\$62,580	\$64,746	\$67,018	\$69,228	\$71,881
11	\$61,666	\$63,831	\$66,038	\$68,360	\$70,611	\$73,318
12	\$62,898	\$65,109	\$67,360	\$69,728	\$72,023	\$74,785
13	\$64,156	\$66,410	\$68,708	\$71,120	\$73,465	\$76,279
14	\$65,440	\$67,737	\$70,081	\$72,543	\$74,934	\$77,804
15	\$66,750	\$69,092	\$71,483	\$73,994	\$76,433	\$79,361
16			\$72,913	\$75,475	\$77,962	\$80,948
17			\$74,372	\$76,984	\$79,520	\$82,568
18			\$75,860	\$78,523	\$81,110	\$84,219
19			\$77,377	\$80,095	\$82,733	\$85,902
20			\$78,924	\$81,697	\$84,388	\$87,620
21			\$80,503	\$83,329	\$86,075	\$89,373
22			\$82,112	\$84,997	\$87,796	\$91,161
23			\$83,754	\$86,697	\$89,553	\$92,984
24			\$85,429	\$88,429	\$91,344	\$94,844
25			\$87,138	\$90,199	\$93,171	\$96,741
26			\$88,881	\$92,003	\$95,035	\$98,676
27			\$90,659	\$93,843	\$96,936	\$100,648
28			\$92,472	\$95,721	\$98,874	\$102,662
29			\$94,321	\$97,635	\$100,853	\$104,716
30			\$96,208	\$99,586	\$102,868	\$106,808
31			\$98,132	\$101,578	\$104,925	\$108,945
32			\$100,094	\$103,610	\$107,025	\$111,126
33			\$102,096	\$105,682	\$109,165	\$113,348
34			\$104,138	\$107,794	\$111,347	\$115,615
35			\$106,221	\$109,951	\$113,575	\$117,926
36			\$108,346	\$112,150	\$115,846	\$120,284
37			\$110,512	\$114,393	\$118,163	\$122,690
38			\$112,722	\$116,681	\$120,527	\$125,143

APPENDIX A
2020-2021 *GRANDFATHERED* COMPENSATION SCHEDULE

	MA/BA+32	MA + 15	MA + 30	MA + 45
35	\$105,198	\$108,799	\$112,985	\$117,412
36	\$107,303	\$110,977	\$115,245	\$119,761
37	\$109,450	\$113,197	\$117,549	\$122,156
38	\$111,636	\$115,459	\$119,901	\$124,599
39	\$113,870	\$117,769	\$122,299	\$127,092
40	\$116,146	\$120,123	\$124,744	\$129,633
41	\$118,471	\$122,526	\$127,238	\$132,226
42	\$120,840	\$124,978	\$129,785	\$134,872
43	\$123,257	\$127,477	\$132,380	\$137,568

2021-2022 *GRANDFATHERED* COMPENSATION SCHEDULE

	MA/BA+32	MA + 15	MA + 30	MA + 45
36	\$108,617	\$112,335	\$116,657	\$121,228
37	\$110,790	\$114,583	\$118,991	\$123,653
38	\$113,007	\$116,876	\$121,370	\$126,126
39	\$115,264	\$119,211	\$123,798	\$128,649
40	\$117,571	\$121,596	\$126,274	\$131,223
41	\$119,921	\$124,027	\$128,798	\$133,846
42	\$122,322	\$126,508	\$131,374	\$136,523
43	\$124,768	\$129,039	\$134,003	\$139,255
44	\$127,263	\$131,620	\$136,682	\$142,039

APPENDIX B - EXTENDED SERVICE POSITIONS

- A. An extended service position refers to any compensated position that involves direct student contact outside of the student day, other than a teaching assignment.
- B. A sum of money to support these student activities will be allotted to each building. An Extended Service Committee will be formed in each building of four (4) to six (6) people that represent students' varying interests and grade levels. These groups will meet prior to the end of the school year to review and make final decisions on the school's clubs and activities for the following school year. Final recommendations of the building committees will be submitted no later than September 22 to the District Business Office.
- C. Teachers will be compensated at the hourly rate of \$36.37 for 2020-21, \$37.10 for 2021-22, \$37.84 for 2022-23, \$38.60 for 2023-24, and \$39.37 for 2024-25. Plan/prep time is included in the stipend allocated to an activity.
- D. The Extended Services Committee will give consideration to funding activities with fewer than ten (10) students, new activities, and special events.
- E. Sponsors will submit a time sheet to the Principal for planning and direct student contact hours outside the school day. Sponsors will only be paid for hours that have been approved by the committee.
- F. Allegations of misapplication of this Appendix may be grieved, but not beyond the Superintendent level.

ELEMENTARY SCHOOLS	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Fierke	28,783	29,359	29,946	30,545	31,156
Kruse	28,783	29,359	29,946	30,545	31,156
Memorial	28,783	29,359	29,946	30,545	31,156
Fulton	43,082	43,944	44,823	45,719	46,634
SUBTOTALS	129,433	132,021	134,662	137,355	140,102
CENTRAL MIDDLE	60,381	61,589	62,820	64,077	65,358
TOTALS	189,814	193,610	197,482	201,432	205,460

Monies not expended by one school may be spent by another school.

APPENDIX C - COACHING AND ANCILLARY STIPENDS

- A.** Interscholastic sports at Central will be funded with monies separate from non-athletic activity funds. Allocation of these funds will be determined as follows:

Sport	# of Positions		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Cross Country	1		2,408	2,456	2,505	2,555	2,606
Boys Softball	1		2,671	2,724	2,779	2,834	2,891
Girls Softball	1		2,671	2,724	2,779	2,834	2,891
Boys Volleyball	2		4,387	4,474	4,564	4,655	4,748
Girls Basketball	2		4,387	4,474	4,564	4,655	4,748
Boys Basketball	2		6,460	6,589	6,721	6,855	6,992
Girls Volleyball	2		6,460	6,589	6,721	6,855	6,992
Track	3		3,015	3,076	3,137	3,200	3,264
Boys Soccer	1		3,015	3,076	3,137	3,200	3,264
Girls Soccer			3,015	3,076	3,137	3,200	3,264
Cheerleading	1		5,157	5,260	5,366	5,473	5,582

ATHLETIC STIPENDS					
CENTRAL Athletics	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
	70,070	71,472	72,901	74,359	75,846

- B.** Coaches will inform the Principal by April 1 of their interest in continuing or ending coaching a sport or ending their tenure by April 1. Vacancies in coaching positions will be posted by May 1. Assignments will be made prior to the start of the next school year.
- C.** Assignment of a coach to the same sport for the following year will be determined by the Principal, considering qualifications, experience, evaluation, and the amount of effort committed to the sport the previous year.
- D.** Prior to the start of the sports season, each coach will complete and submit for approval to the Principal a calendar indicating the game schedule, including conference meets or tournaments and a practice schedule (dates and times). Changes to the submitted calendar must be pre-approved by the Principal.
- E.** Stipends may be shared with an assistant with the pre-approval of the Principal.
- F.** The District may add additional coaches equal to the stipend of the current position.

G. Allegations of misapplication of this section may be grieved, but not beyond the Superintendent level.

H. Central Middle School Sports Event Ancillary Stipends Athletic ancillary stipends are defined as Scoreboard, Timekeepers/Clock, and Crowd Control. The Athletic Director will send out an email to secure interest prior to each season starting. Each position shall be paid the following amounts per season:

- \$1,298.69- Boys Basketball/Girls Volleyball
- \$892.76- Girls Basketball / Boys Volleyball

In the event there is a need for coverage for a singular athletic activity, they will be paid for 3 hours at \$27.00 per hour. This amount then will be subtracted from stipend amount listed above.

All positions must be offered to Teachers first. If positions are not filled in a timely manner, the stipend position may be offered to classified/support staff.

I. Coaches will follow the expectations of the positions outlined in the coaches handbook.

**APPENDIX D -
BAND AND WINTER GUARD STIPENDS**

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Band Director	12,845	13,102	13,364	13,631	13,904
Assistant Band Director	10,155	10,358	10,566	10,777	10,992
Winter Guard Director	3,016	3,076	3,138	3,201	3,265
Assistant Winter Guard Director	918	936	955	974	994

A. Band Director

The Band Director will be paid the annual stipend indicated above for activities during the school year for before and after the school day, for competitions, concerts, performances, and for summer band. Prior to the start of every semester, the Director will submit a calendar of activities and practice schedules to the Principal. The Director will also submit a calendar for summer band to the Principal prior to the end of the school year. Changes to the submitted calendars must be pre-approved by the Principal.

B. Assistant Band Director

The Assistant Band Director will be paid the annual stipend indicated above for activities during the school year for before and after the school day, for competitions, concerts, performances, and for summer band. Prior to the start of every semester, the Assistant Director will submit a calendar of activities and practice schedules to the Principal. The Assistant Director will also submit a calendar for summer band to the Principal prior to the end of the school year. Changes to the submitted calendars must be pre-approved by the Principal.

C. Winter Guard Director

The Winter Guard Director will be paid the annual stipend indicated above for activities during the school year for before and after the school day, for competitions, performances and for summer activities. Prior to the start of every trimester, the Director will submit a calendar of activities and practices to the Principal. The Director will submit a summer activities calendar to the Principal prior to the end of the year. Changes to the submitted calendars must be pre-approved by the Principal.

D. Assistant Winter Guard Director

The Assistant Winter Guard Director will be paid the annual stipend above for activities during the school year for before and after the school day, for competitions, performances and for summer activities.

APPENDIX E - OTHER STIPEND POSITIONS

A. **Teacher Leadership Positions/Committees/Staff Development**

1. Committee involvement outside the normal school day, such as SIP, curriculum, and other mandated committees/positions, shall be paid at the rates indicated on Appendix E.
2. Instructors - Staff members who serve as instructors for district staff development programs shall be paid at a rate indicated on Appendix E, plus plan time equal to one hour for every two class hours for each program taught outside the normal school day. Plan time is included only for new course prep.

B. **Acting Principal**

An Acting Principal is defined as a Teacher recommended by the Principal in each building to assume the duties of the Principal when necessary. A stipend will be paid as per Appendix E. Central Middle School will have two (2) positions; all other schools will have one (1).

C. **Lunch Duty**

Lunch period supervision will be a paid position. Teachers who give up their plan time or lunch time to serve as a lunch supervisor shall be paid as per Appendix E.

D. **Scheduler**

The scheduler position for each building shall be selected by the Principal and perform the duties assigned for that position.

E. **Wellness Coordinator**

The wellness coordinator position shall be selected by the Superintendent and perform the duties assigned for that position.

F. **Homebound Instructor**

The homebound instructor will be paid the hourly rate of 1/7 of his/her salary.

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Acting Principal	1,373.92	1,401.40	1,429.42	1,458.01	1,487.17
Committee Work/Staff Development	39.19	39.98	40.78	41.59	42.43
Instructors/**Summer School Extended School Year/Intervention *New Course Prep/Previous Course Prep	47.64	48.59	49.57	50.56	51.57
Lunch Duty	22.52	22.97	23.43	23.90	24.38
Scheduler	1,414.24	1,442.52	1,471.37	1,500.80	1,530.82
Wellness Coordinator	3,312.24	3,378.49	3,446.06	3,514.98	3,585.28

* 1 hour of plan time will be provided for every two hours of teaching.

** 15 minutes of plan time will be provided for every hour of teaching.