

AGREEMENT

between the

BOARD OF EDUCATION SCHOOL

DISTRICT NO. 155

and

WENTWORTH WILSON COUNCIL 155

**SOUTHWEST SUBURBAN FEDERATION OF
TEACHERS AFT LOCAL 943**

2016-2018

TABLE OF CONTENTS

PREAMBLE		3
ARTICLE I	RECOGNITION-JURISDICTION	4
ARTICLE II	ADMINISTRATION-TEACHER COMMUNICATIONS	5
ARTICLE III	NON-DISCRIMINATION	6
ARTICLE IV	UNION RIGHTS	7
ARTICLE V	NO STRIKE CLAUSE	9
ARTICLE VI	MANAGEMENT RIGHTS	10
ARTICLE VII	GENERAL WORKING CONDITIONS	11
ARTICLE VIII	EMPLOYEE PERSONNEL FILES	17
ARTICLE IX	TEACHER EVALUATION PROCEDURES AND CONTRACT NON-RENEWAL	18
ARTICLE X	GRIEVANCE PROCEDURE	20
ARTICLE XI	CURRICULUM	22
ARTICLE XII	LEAVES	23
ARTICLE XIII	ASSIGNMENTS	26
ARTICLE XIV	COMPENSATION	27
ARTICLE XV	RETIREMENT INCENTIVE AND BONUS	30
ARTICLE XVI	TRS CREDITABLE EARNINGS LIMITATION	32
ARTICLE XVII	SAVINGS CLAUSE	33
ARTICLE XVIII	TRS REOPENER	34
ARTICLE XIX	SENIORITY	35
ARTICLE XX	DURATION OF CONTRACT	36
APPENDIX A	SUMMARY OF BENEFITS	37
APPENDIX B	SALARY SCHEDULES	38
APPENDIX C	COACHING AND EXTRA DUTY	40
APPENDIX D	EXAMPLIES OF APPLICATION OF ARTICLE XV	42

AGREEMENT

This agreement is made and entered by and between the Board of Education, District No. 155, Cook County, Illinois, hereinafter referred to as the "Board," and the Southwest Suburban Federation of Teachers AFT Local 943, hereinafter referred to as the "Union."

PREAMBLE

The Southwest Suburban Federation of Teachers AFT Local 943, representing professional teachers, and the Board of Education of School District No. 155, are interested in the welfare of students, wise use of tax funds and superior educational opportunities. Therefore, this agreement includes not only provisions for teacher earnings, fringe benefits and employment conditions, but it also provides for a means of communications between the Board of Education of District No. 155 and the Union. It is the sincere feeling of both parties that through this agreement, significant contributions may be made toward creating a democratic atmosphere in education and in the Board-Administration-Teacher relationship.

ARTICLE I. RECOGNITION-JURISDICTION

The Board of Education recognizes the Union as the sole and exclusive bargaining representative for all certificated teachers, certificated librarians, certificated nurses, certificated psychologists, and certificated social workers, working exclusively in District No. 155, on matters of salary, fringe benefits, working conditions, professional problems and other conditions of employment. The Board shall not make or institute changes in Board policy or practices which govern teachers' working conditions without negotiating and reaching agreement over such proposed changes.

For the purposes of this Collective Bargaining Agreement, "teacher" shall mean any of the certificated positions recognized above.

Persons hired under an alternative certification teaching program shall not be a part of the bargaining unit and not entitled to the benefits provided in this Agreement until they have fulfilled their alternative program requirements per Illinois State Board of Education guidelines.

ARTICLE II. ADMINISTRATION-TEACHER COMMUNICATIONS

The Superintendent and representatives of the Union, shall, on a monthly basis, the time and date to be mutually agreed upon, meet to discuss matters of educational policy and development as well as matters relating to the implementation of the agreement. If requested by the Union, the Superintendent may ask the principal or principals to also attend these meetings.

The Union shall be placed on the agenda of each school board meeting for the entire school year. The Union shall receive one (1) copy of the approved minutes of the regular public Board meeting within two days after their approval, which shall include all non confidential attachments of each meeting of the Board of Education by delivery of the same to the school mail box or via electronic copy to the Union President or designee.

ARTICLE III. NON-DISCRIMINATION

The Board will not discriminate against any teacher on the basis of race, creed, color, national origin, sex, marital status, age, disability, political affiliation, or membership or participation in, or association with the activities of the Southwest Suburban Federation of Teachers AFT Local 943 provided any claim of discrimination hereunder shall not be subject to the arbitration provisions of the grievance procedure of this agreement if the grievant(s) or the Union shall have filed, asserted, or in any manner processed such allegation of discrimination in any judicial, quasi-judicial, administrative or other forum.

The Union agrees to continue to admit persons to membership without discrimination on the basis of race, creed, color, national origin, sex, marital status, age, disability, or political affiliation. The Union also agrees to represent non-union teachers, and will not discriminate against any teacher who is not a member of the Union.

ARTICLE IV. UNION RIGHTS

1. No employee shall be required to join the Union as a condition of employment. However, during the term of this Agreement, employees covered by this Agreement shall be required to pay a fair share fee to the Union. After certification as provided below, such fair share fees shall be deducted by the Board from the earnings on the non-member employees and remitted to the Union. The Association shall annually submit to the Board a list of the employees covered by this Agreement who are not members of the Association.
 - A. The fair share fee is for the purpose of defraying the costs of services rendered by the Union to non-members, including, but not limited to, negotiating and administering this Agreement. Periodically, the Union shall certify the amount of this fair share fee, not to exceed the dues uniformly required of members in conformity with state law and IELRB rules.
 - B. It is specifically agreed that any dispute concerning the amount of the fair share fee and/or the responsibilities of the Association with respect to fair share fee payers shall not be subject to the grievance and arbitration procedure set forth in the Agreement.
 - C. Non-members who object to this fair share fee based upon either bona fide religious tenets or teachings of a church or religious body of which such employee is a member shall pay an amount equal to such fair share fee to a non-religious charitable organization mutually agreed upon by the employee and the Association. If the affected non-member and the Association are unable to reach agreement on the organization, the organization shall be selected by the affected non-member from an approved list of charitable organizations established by the Illinois Educational Labor Relations Board, and the payment shall be made to said organization.
 - D. The Union shall indemnify, defend 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 (monetary or otherwise) that shall arise out of or by reason of any action taken by the Board or not taken by the Board for the purpose of complying with the above provisions of this Section, or in reliance on any list, notice, certification, affidavit or assignment furnished under any of such provisions. The Board shall notify the Association if there is any lawsuit or other legal challenge to the provisions of this Section. The Board shall have the right to designate its own legal counsel in any such legal proceedings, if such designation becomes necessary to protect its own interests, with the understanding that the indemnification provisions shall cover the cost of such representation.
 - E. It is understood that none of the provisions contained in this Article affect the Board's responsibility to remit to the Union fair share fees as required in Section 1 above or the Union's right to enforce the Board's obligations in this Article through the grievance and arbitration provisions of this Agreement

2. The Board shall deduct from the pay of each employee, from whom it receives an authorization to do so, the required amount for the payment of Union dues. The Board shall also deduct from the pay of each employee, from whom it receives an authorization to do so, an amount designated by the Union for its Committee on Political Education. A list of employees from whose salaries dues have been deducted and the amount deducted from each and a list of employees who had authorized such deductions and from whom no deductions were made and the reason therefore shall be available to the Union President of the Wentworth-Wilson Council no later than thirty (30) days after such deductions were made. The Authorization form shall state the Union members' rights under the law. Such authorization shall be effective according to its terms, provided the Board shall not be required to effectuate any deduction sooner than thirty (30) calendar days following the receipt of such authorization or effectuate any cancellation in less than thirty (30) days following its receipt. If the Board shall implement such dues authorization in accordance with its terms, the Union shall hold the Board harmless.
3. The Union President and/or designee may be granted time to attend grievance meetings or arbitration hearings to investigate working conditions relating to Union affairs upon notifying the Superintendent or designee of the reasons for such investigation, provided such does not in any way interfere with instruction.
4. The Board shall provide space for the Union for a file cabinet, a desk for the use of the Union President and other Union officers for use in implementing the terms of this agreement and other Union business concerning District No. 155.
5. The Union shall have the right to meet on school property before or after school hours or during lunch periods by prior arrangement with the Administration.
6. The Union shall have the right to use the teachers' mailboxes in the school buildings for the distribution of bulletins, leaflets, and pamphlets. The Union may also submit to the Superintendent brief non-controversial announcements to be read on the public address system at the regular announcement period.
7. The Union shall have the right to maintain a bulletin board in the teachers' lounge in each building in the District.
8. The Board shall provide a copy of the monthly financial report from the Township Treasurer when requested by the Union. The Board shall, upon request, cooperate with the Union in furnishing statistics relevant to negotiations. Nothing herein shall be construed as to require the Board to furnish any confidential data, nor to research or assemble information.
9. When a new teacher is employed by the school district, his or her name, address, and telephone number will be given to the Union upon request.

ARTICLE V. NO STRIKE CLAUSE

There will be no strike for the duration of this contract.

ARTICLE VI. MANAGEMENT RIGHTS

The Union recognizes that the Board has full authority and responsibility under the laws of the State of Illinois for the determination and administration of educational policy and except as herein provided the direction of the professional staff, and in matters of employment, tenure or discharge.

ARTICLE VII. GENERAL WORKING CONDITIONS

1. School Day

A. For the 2016-2017 and 2017-2018 school years, the school day for students and teachers shall be in accordance with the following schedule:

STUDENTS			
	Walk-In	Start Time	Dismissal
Wilson Wentworth	8:30 a.m.	8:35 a.m.	3:10 p.m.
Intermediate Wentworth	8:20 a.m.	8:25 a.m.	3:00 p.m.
Jr. High	8:20 a.m.	8:25 a.m.	3:00 p.m.

FACULTY		
	Start Time	End Time
Wilson Wentworth	8:25	3:10
Intermediate Wentworth	8:15	3:00
Jr. High	8:15	3:00

If the Board shall deem it desirable to alter the student day with a resultant alteration in the time the teacher day begins, the parties shall promptly confer to seek agreement on a schedule to meet the needs of students and teachers. The completion of the teachers' school day shall be based upon the end times set forth above (see schedule above). This schedule shall be followed except in cases of emergency or early dismissal of all students. At no time will a teacher be placed in a supervisory position before the teacher's scheduled start time, unless it is on a voluntary basis and he/she is compensated for doing so.

- B. Teachers shall be required to sign in or out by initials only.
- C. Teachers will carry out their duties under safe and healthful conditions in the school, and such unsafe and unhealthy conditions which may exist will be corrected as soon as possible.
- D. Classroom interruptions shall be kept to a minimum. When class is in session, district staff members may enter a classroom whenever there is no other reasonable alternative. This clause does not preclude administrators from the performance of their duties.
- E. On Parent/Teacher Conference Days, students will attend school and will be dismissed district wide at 11:45 a.m. Parent/Teacher conference will be held from 1:00 p.m. until 6:00 p.m.
- F. Each teacher shall have a minimum of five (5) thirty (30) minute preparation periods per week with no more than two (2) on any one day. This does not include team meetings.

2. School Year

- A. The Union may submit a suggested school calendar to the Superintendent. The maximum school year term shall consist of one hundred eighty-five (185) days, five (5) of those days will be designated as emergency days, which if not used will be added to the Spring Break in order to complete a full week's vacation following Easter Sunday. If there are any emergency days left at the end of the year, the school year will be shortened to that extent. There will be no more than one hundred seventy-nine (179) pupil attendance days. The maximum school year term specified in this paragraph represents an increase of one day over the previous maximum. This additional day shall be used as a teacher in-service day immediately preceding the first pupil attendance day at the beginning of the school term.

3. Faculty Meetings and Committee Work

- A. Faculty and/or non-compensated committee meetings scheduled after the regular teachers' workday shall not extend more than 45 minutes after the meeting's scheduled start time, except in emergency situations. Compensated committee meetings scheduled after the regular teachers' workday shall not extend more than 90 minutes after the meeting's scheduled start time, except in emergency situations.
- B. If at all possible, teachers will be given notification of faculty meetings no less than twenty-four (24) hours in advance. Teachers who have other commitments shall not be required to attend meetings called with less than twenty-four (24) hours notice if they notify their principal prior to the meeting.
- C. Faculty meetings will be kept to a reasonable number per semester.
- D. The Union shall be given a place on the agenda of faculty meetings for brief reports and announcements.
- E. Any faculty member representing the teachers of District No. 155 on any committee, agency or other body established by the Board or the Administration, will be selected from nominees submitted by the Union. However, if the administration desires, it may appoint one additional member whose name does not appear on the list submitted by the Union for every five (5) members appointed from the Union list.
- F. Whenever members of the bargaining unit are mutually scheduled by the parties to participate, during working hours in conferences, meetings or negotiations with the Board, they shall suffer no loss in pay and substitutes shall be provided.
- G. Whenever a member of the bargaining unit represents the teachers of District No. 155 on the state mandated RIF Joint Committee and/or PERA Joint Committee, that teacher shall be paid at the hourly rate of \$23.00 per hour only when the respective joint committee is convened and such obligations of the joint committee are performed outside of the Faculty School Day Start and End Times. Whenever the respective joint committee is convened during the school day, joint committee bargaining unit members will be provided a substitute as needed. There shall be

no mandatory unpaid additional work assigned between committee meetings.

4. Extra Duties

- A. No teacher shall be asked to supervise bus children unless it is on a voluntary basis and he/she is compensated for doing so. A teacher shall be compensated for voluntary service during his or her assigned lunch hour at the regular extracurricular rate.
- B. Teachers working extra-curricular activities and lunchroom substitution will be paid at the rate of \$23.00 per hour.

Bus Duty, After School Duty, Before School Duty and Lunch Duty will be performed in fifteen (15) minute intervals and paid at a rate of \$16.00 per hour. For purposes of this paragraph, fifteen (15) minute intervals shall mean no more than twenty (20) minutes. If performance of the duty exceeds 20 minutes, as necessary to ensure proper supervision, the teacher shall be provided with compensation based on an additional fifteen minute interval.

Extra duty forms must be submitted within two weeks of the last day of the month in which the duty was completed.

- C. Teachers who have compensated extra-curricular positions shall retain such positions from year to year, unless the teacher notifies administration in writing by the last teacher attendance day of any given school year of his/her intention to relinquish such position.
- D. If a compensated extra-curricular position is eliminated and then re-opened, the qualified teacher who last held the position shall be given first consideration. All compensated extra-curricular vacancies must be posted electronically to all District staff with a minimum notification of seven (7) school days prior to the filling of such vacancies.
- E. Appointment to said positions shall be conditional upon availability of funds.
- F. All essential non-teaching duties and assignments within a school are to be shared among all teachers on an equitable basis.
- G. The Administration shall maintain a complete and adequate list of substitute teachers. When a class is split between two teachers for the day, the two teachers will each receive one-half of the daily permanent substitute rate of pay. At no time will a teacher be required to take over another teacher's full class in addition to her own. This will be on a voluntary basis.

5. Professional Development

- A. The Board and the Union agree that special attention and supportive help and guidance in classroom techniques shall be provided the new teacher. All available resources, including principals, as well as the experience and diverse abilities of all

teachers should be utilized to help orient the new teacher.

- B. Each teacher may be granted release time, with full pay and approved expenses, to attend educational workshops, professional conferences and such other approved activities as are conducive to professional growth subject to prior authorization by the building administrator and final approval by the Superintendent. Teachers who request and obtain approval to attend educational workshops or conferences during the summer shall be granted approved expenses to attend such workshops and conferences. Each teacher shall be allowed to attend a maximum of two (2) educational workshops or professional conferences per fiscal year (1 identified by the building administrator and 1 identified by the teacher), unless an exception is requested and granted in the sole discretion of the Superintendent.

6. Salary Schedule Placement

- A. Upon entering the service of District No. 155, all new teachers shall be given full credit for all prior teaching service up to the maximum of six (6) years.
- B. Nurses hired in subsequent years will receive one (1) year's experience for each certificated year of experience in school employment plus appropriate degree and hours beyond and up to the maximum of eight (8) years.
- C. If a teacher who has resigned seeks to be reinstated within three (3) years of his/her resignation, he or she will receive preference, provided he or she is highly qualified for the position and left the district with a good teaching record as evidenced by an overall performance evaluation rating of at least "proficient" on their most recent performance evaluation by District 155. Teachers who resigned and subsequently are re-employed shall be placed on at least the same salary step at which they were at the time of resignation.
- D. A teacher on an approved leave of absence or a teacher who fills a teaching vacancy during a school year, who has taught at least a half of a school year in the District or elsewhere will advance a full year on the salary schedule.

7. Payroll Process

- A. Teachers will be paid every other Friday.
- B. Upon hire, the District shall ask the new teacher to declare whether s/he wishes to receive pay on a ten (10) month or a twelve (12) month basis. The basis of pay may not be changed at any point during the school year. Teachers who want to change the election for a subsequent school year must notify the Superintendent in writing before July 1st of the school year which is the subject of the change. The responsibility for compliance with this provision shall at all times remain with the teacher.
- C. Payroll deduction shall be made upon written request for Township Credit Union. Deductions will be made on a per payroll basis. The amount to be deducted shall not be changed more than once after October 15 during any school year. Deductions may be cancelled at any time.

8. Tuition Reimbursement

- A. For each of the school years referenced in the contract, the Board shall reimburse all tenured and third and fourth-year non-tenured teachers to a maximum of \$325 per semester hour, inclusive of tuition and fees, for all graduate level college courses that enhance educational instruction completed during the school year and summer in which the teacher received the grade of B or higher.

Approval by the Superintendent will be necessary for any undergraduate courses. Teachers may take up to a maximum of twelve (12) semester hours per school year for reimbursement. The presentation of a final passing grade shall be official proof of completion of such course. No courses for State Certification are reimbursable for provisionally certificated teachers hired after September 1, 1971.

Summer college credit classes commenced before July 1st of a school year will be reimbursed at the rate in effect on when the class is commenced. For purposes of this paragraph, "school year" is defined as a July 1st through June 30th of the successive calendar year.

- B. All teachers who have completed college credit hours or have obtained a graduate degree by September 1st or January 31st shall receive the salary increment to which they are entitled upon presentation of proof. If the increment is to begin on January 31st, it will be prorated as of January 31st. In the event that a teacher who is no longer on a printed step of the current salary schedule, completes additional course work or receives a master's degree and there is no appropriate step on the new lane to which he or she is moving, said teacher shall receive no less than the printed dollar amount in the final step of the new lane.

9. Summer School

- A. In the event of a summer school program, the curriculum will be determined by mutual agreement between the Board, Superintendent and the Union. The determination and scheduling of teachers will be a mutual agreement between the Union and the Administration based on the guidelines in Article VII. 25 Section 9.A, paragraph three (3). The summer school compensation for Union teachers shall be \$40.00 per hour. Each summer school teacher shall receive thirty (30) minutes of planning time with his/her hourly rate of compensation. The salary of any non-Union summer school teacher will be less than that of the Union teacher and will be determined by the Superintendent with approval of the School Board.

District No. 155 teachers shall have first opportunity to fill summer school positions. Teachers must notify the superintendent, in writing, within ten (10) teacher employment days of the posting of the notice of summer employment, of their intent to accept summer school employment.

Summer school positions shall be filled based on a teacher's certification. If more than one teacher is certified, the position will be filled by rotating seniority as

follows:

- (1) Teachers who apply for a summer school position but are not hired will be kept at the top of the rotating summer school list according to seniority.
- (2) Teachers who did not apply for a summer school position shall be placed next on the rotating summer school list according to seniority.
- (3) Teachers who teach summer school will be placed at the bottom of the list according to seniority.
- (4) New teachers will be added to the end of the list upon the first day of employment in the district.

10. Letters of Recommendation

- A. Letters of recommendation shall not include the number of days the teacher was absent during the period of employment unless deemed a significant reflection of the teacher's performance.

ARTICLE VIII. EMPLOYEE PERSONNEL FILES

Official teacher's file shall be maintained under the following circumstances:

- 1 No material concerning a teacher's conduct, service, character, or personality while employed in District No. 155 shall be placed in the file unless the teacher has had an opportunity to read the material. When a conference between the administration and a teacher is to be of such serious nature, that material may be placed in his or her file, he or she shall be entitled to a follow-up conference with Union representation before this material is placed in the teacher's file.
- 2 The teacher shall be given the opportunity to acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed, with the understanding that such a signature merely signifies that he/she has read the material to be filed and does not indicate agreement with its contents.
- 3 The teacher shall have the right to answer any material filed and his/her answer shall be attached to the file copy provided such shall be filed within fifteen (15) teacher employment days of the date in which the original material was received by the teacher. Pertinent documents unavailable at the time of the answer may be added at a later date.
- 4 Upon request by the teacher, he/she shall be given reasonable access, during normal working hours, to his/her personnel file. The teacher shall be granted said reasonable access within three (3) working days from the date of the request. A designated Board employee may be present during the inspection of such file.
- 5 A teacher shall be permitted to reproduce any material in his/her file at his/her own expense. This reproduction cost shall be paid to the District at the rate of \$.35 per page. However, confidential records such as letters of reference shall not be reproduced.
- 6 Two (2) years after the placement of discipline in his/her personnel file, the teacher shall have the right to petition the District's Superintendent to remove said discipline, provided the teacher's personnel record has remained clean during that two-year period. Removal of discipline from a personnel file is in the sole discretion of the Superintendent and shall not be subject to the Grievance Procedure set forth herein.

1. The parties agree that the teacher evaluation procedures will be set forth in the District's "Teacher Evaluation Plan" which will be established and maintained in accordance with the Illinois School Code as amended by the "Performance Evaluation Reform Act of 2010." The parties further agree that in order to maintain and improve the quality of education in the District, the Board must make full use of its prerogative during the probationary period. The probationary period is the time set aside for the Board to select what it consider the best person for the position.

A Joint Evaluation Committee will be established and maintained. The Joint Evaluation Committee will consist of not more than four members appointed by the District and not more than four members appointed by the Union. Meetings will be held periodically or upon request of either party. The Joint Evaluation Committee shall work collaboratively on the proposed changes and/or alterations to the "Teacher Evaluation Plan" in accordance with the Illinois School Code as amended by the "Performance Evaluation Reform Act of 2010."

2. Non-tenured teachers shall receive a minimum of three (3) observations each year, two (2) of which will be formal observations. Tenured teachers shall receive a minimum of two (2) observations every other year, one (1) of which will be a formal observation, unless the tenured teacher was rated Needs Improvement or Unsatisfactory in his/her last summative performance evaluation rating. In such cases, the tenured teacher shall be evaluated in the year immediately following the Needs Improvement or Unsatisfactory rating and shall receive a minimum of three (3) observations, two (2) of which will be formal observations during that year..

The observation of teachers for the purpose of determining professional competence will be limited to full-time administrative personnel. The first observation for non-tenured teachers will occur before winter break and the second will occur before February 15th of the applicable school year. Tenured teachers shall be observed prior to February 15th of the applicable school year. Formal observations shall be announced and scheduled. A pre-conference shall occur before the formal observation. The formal observation must last at least 45 minutes or the length of a whole lesson or a whole class period. The evaluator will document each observation in writing. The form will be shared with the teacher. A post conference shall occur after the observation.

3. If the observation of the teacher's work may lead to a Needs Improvement or Unsatisfactory summative rating, a conference shall be held between the evaluator and the teacher within ten (10) school days of the observation to discuss the documentation, which the teacher will have previously received in writing. A Union representative may be present for this conference if so requested by the teacher. After each observation, written recommendations will be made to aid in correcting any deficiencies and assistance will be given where needed. If the teaching performance observed is so weak that there is some question as to whether the teacher's contract will be renewed, this should be made clear to the teacher in each documentation. If at any time a teacher feels that she/he is being evaluated unfairly, he/she may ask for an additional observation by a different evaluator,

who shall be selected by the Superintendent or designee.

4. A summative evaluation rating will be completed in the applicable school year summarizing the observations and other aspects of the teacher's performance.

A tenured teacher who receives a summative evaluation rating of Needs Improvement shall within thirty (30) school days be placed on a Professional Development Plan. The purpose of the Professional Development Plan is to increase the teacher's proficiency in the area(s) identified in the summative evaluation as in need of improvement. The Professional Development Plan must (1) Be developed collaboratively between the teacher, the administrator, and the Union, (2) Focus on areas identified as in need of improvement, and (3) Include a description of the goals to be addressed, expectations for improvement, a plan for assessing the teacher's improvement with indicators that denote progress, a timeline for completion, and supports and resources that will be provided to assist the teacher in his/her professional improvement.

A tenured teacher who receives a summative evaluation rating of Unsatisfactory shall within thirty (30) school days be placed on a Remediation Plan. The purpose of the Remediation Plan is to increase the teacher's proficiency in the area(s) identified in the summative evaluation as unsatisfactory. The plan shall be developed collaboratively between the teacher, the administrator, the consulting teacher and the Union and align with the standards in accordance with section 105 ILCS 5/24A of the Illinois School Code.

5. All monitoring and all observation of the work performance of a teacher will be conducted openly and with full knowledge of the teacher. The use of public address and/or audio-video systems without the teacher's consent shall be prohibited.
6. Consulting teachers shall be paid a flat-rate stipend in the amount of \$750.00.

ARTICLE X. GRIEVANCE PROCEDURE

1. Definition: A grievance shall mean a complaint:
 - A. That there has been an alleged violation, misinterpretation, or misapplication of any provision of this agreement.
 - B. That a teacher or teachers have been allegedly treated unfairly or inequitably by virtue of the provisions of this agreement.
 - C. As used herein "day" shall mean Monday through Friday except school holidays.

2. Statement of Basic Principles:
 - A. Every teacher or group of teachers shall have the right to present grievances in accordance with these procedures.
 - B. All discussions shall be kept confidential during procedural stages of a grievance.
 - C. A teacher who participates in these grievance procedures shall not be subject to discipline or reprisal because of such participation.
 - D. The Administration has the responsibility to consider and take action promptly, within authority delegated to them, on grievances presented to them.
 - E. The failure of a teacher or the Union to act within the time limit will act as a bar to any further appeal and an administration's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
 - F. The teacher (or group of teachers) has a right to be present and to be represented. If the teacher elects to be represented, his representative shall not be from any teacher organization other than the Union.
 - G. In any instance where the Union is not represented in the grievance procedure, the administrator making the decision will notify the Union in writing of the resolution of the grievance procedure, the administrator making the decision will notify the Union in writing of the resolution of the grievance at each level. The Union may appeal any decision which would seem either to violate any terms of the contract or to affect working conditions of the teachers in the bargaining unit.
 - H. Meetings, conferences, and hearings held under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, entitled to be present. When such meetings, conferences, and hearings are during school hours, all employees whose presence is required shall be excused, with pay, for that purpose.

3. Procedure

First State: (Informal)

A. A teacher or teachers with a grievance shall first discuss it with his/her principal, if possible, either directly or through a Union representative, with the object of resolving the matter informally.

B. Second Stage: (Formal)

If the grievance cannot be resolved informally, it shall be submitted in writing with the Superintendent or designee within thirty (30) school days of the occurrence giving rise to the grievance. A copy of such written grievance shall also be filed with the chairman of the Unions Grievance Committee. Within five (5) school days after such written grievance is filed, the aggrieved, the Union committee and the Superintendent or designee shall meet to seek to resolve the grievance. The Superintendent or designee shall give his decision in writing to the aggrieved and to the Chairman of the Union Grievance Committee within ten (10) school days of this meeting.

C. Third Stage: (Arbitration)

If the grievance is not resolved satisfactorily to the Union within five (5) school days of the hearing before the Superintendent (second stage), there shall be available a third step of impartial arbitration. The Union may submit, in writing, a request to enter into such arbitration within ten (10) school days after the decision in formal Stage 2. The arbitration proceeding shall be conducted by an arbitrator to be selected by the two parties within seven (7) school days after said notice is given. If the two parties fail to reach agreement on an arbitrator, the American Arbitration Association shall be requested to provide panel(s) of arbitrators in accordance with its usual procedures. The decision or award of the arbitrator shall be binding on both parties. The expenses for the arbitrator's services and the expenses which are common to both parties to the arbitration shall be borne equally by the Board and the Union. Each party to an arbitration proceeding shall be responsible for compensating its own representative and witness. The arbitrator in his opinions shall not amend, nullify, ignore or add to the provisions of this agreement. His authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the Board and the Union and his decision must be based solely upon his interpretation of the meaning or application of the express relevant language of the agreement.

ARTICLE XI. CURRICULUM

- 1 Class size shall not exceed twenty-five (25) pupils for all classes whenever possible.
- 2 The selection of Committee Members regarding selection of textbooks and workbooks shall follow the committee rules already established in Article VII.3, with the addition of the administrative representatives.
- 3 The selection of visual aids and charts to be used by an individual teacher shall be made by that individual teacher.
- 4 The above named Union-Administration Committee in Article XI.2 shall also make recommendations for any revision or changes in the curriculum, including adaptation of guidelines in the School Improvement Plan.

ARTICLE XII. LEAVES

- 1 Teachers will have fourteen (14) sick days per year. Such days not used in the year of service shall be accumulated from year to year. The number of days accumulated shall be limited to three hundred eighty (380). Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness in the immediate family or household.
- 2 Teachers shall be allowed three (3) days per year personal leave. Teachers using this personal leave shall suffer no loss in pay nor shall they lose any of their accumulated sick leave. Teachers shall not be required to disclose the reason for taking personal leave. Personal business days must be applied for at least twenty-four (24) hours prior to the beginning of the leave except in cases of emergency.

A personal business day will not be granted on a day before or after holidays or school vacation or recess periods.

Unused personal leave shall be accumulated and added to the sick leave accumulation at the end of the year.

- 3 A teacher may transfer a maximum of two (2) sick leave days in a given school year to any teacher or teachers, who in the case of extended illness, have depleted their own sick leave and personal leave. A doctor certificate will confirm the illness.
- 4 Each teacher may access the total number of days accumulated in his/her sick leave bank by their respective electronic employee account as set up by the District.
- 5 All absences shall be reported to AESOP or the electronic attendance system utilized by District 155 by 7:00 a.m., or, in case of an emergency, as soon as possible. Absences may be reported before 10:00 p.m. the night prior to an absence
- 6 Bereavement Leave: There shall be a maximum of five (5) paid school days leave for death in the immediate family of the teacher. The immediate family shall include spouse, parents or persons in loco parentis, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians, and life partners.

7 Parental Leave

An employee shall be eligible for parental leave without pay or other benefits subject to the following conditions.

In the case of an employee completing his/her second probationary year, a decision by the Board not to renew such employee's contract will cancel any previously approved leave.

- A. The employee shall advise the Superintendent or designee of her pregnancy no later than the fourth month of pregnancy or upon ascertainment of such condition, whichever shall be the later. At such time, she shall provide a written statement from her obstetrician or physician, where applicable, indicating the expected date of delivery. Application for parental leave shall be made in writing to the Superintendent or designee at least ninety (90) calendar days prior to the anticipated

birth of the child.

- B. After consultation with the employee, the Superintendent or designee shall prepare for the commencement and termination of such leave, taking into consideration maintenance of continuity of instruction and medical factors to the maximum possible degree, and the pertinent time factors related thereto.

The leave shall not exceed the balance of the school term in which it commences and one (1) additional school term. Every effort shall be made to have such leave terminate immediately prior to the start of a new school term. Such leave shall commence upon: (1) the date agreed upon by the Superintendent or designee and the employee; or (2) the actual date of delivery, whichever shall first occur. Such leaves which commence during the summer recess shall begin no later than July 1st.

The Superintendent or designee may waive any of the provisions of this section in his/her sole discretion, and any such waiver shall not be precedential in any respect.

- C. There shall be no loss of seniority accumulated prior to sick leave.
- D. Any employee covered by this agreement may use up to a maximum of twelve (12) weeks, or sixty (60) days, of their accumulated sick days for pregnancy, childbirth, and child rearing. If such employee exhausts their accumulated sick days, he/she shall be granted a parental leave. Nothing in this policy shall be construed as requiring any employee to apply for a parental leave.
- E. A male employee shall be entitled to a parental leave of absence. Such leave shall be unpaid and shall be subject to all of the applicable notice and other requirements as set forth in this section. Eligibility for such leave shall arise upon the anticipated birth of a child which the teacher has fathered.
- F. Any employee desiring parental leave as a result of becoming an adoptive or foster parent shall notify the Superintendent or designee, in writing, upon initiation of such adoption proceedings. Leave shall be granted upon satisfactory written notification to the Superintendent or designee of the date the child is expected to be received. It shall be the responsibility of the applicant to keep the Superintendent or designee informed on the status of the proceedings, and, as soon as known, the expected date of the delivery of the child. This section shall not be applicable if the adoptive child is attending school (except kindergarten).

- 8. A teacher may be granted an unpaid leave of absence for a period of one (1) school year. Request for such leave shall be made in writing to the Superintendent or designee at least sixty (60) calendar days prior to the end of the preceding school term. Such leave of absence shall not affect the tenure of the teacher but no salary advancement shall be granted. The teacher shall give notice of intention to return from such leave by March 1st. Nothing herein shall preclude the further conditioning of such leave as the Board and the teacher shall agree.

- 9. A teacher returning from a leave of absence, not as a result of a layoff, has his or her

position guaranteed. If his or her position has been eliminated, he or she will have the same rights as other teachers in the district.

10. A teacher returning from a general leave shall have the right to return to work at any time if there is a vacancy for which she is qualified. If she accepts this vacancy, she forfeits her right to return to her original position.

11. Teacher Sabbatical Leave:

A. One teacher from the District, after completion of six (6) years of satisfactory service on a full-time basis, shall be eligible for one year sabbatical leave. Any contract employee who is granted sabbatical leave shall sign an agreement to return to service with the Board of Education for a two (2) year period.

B. A sabbatical leave committee shall be formed. This committee shall consist of the Superintendent, a Board member and one teacher named by the Union.

C. Applications must be received by January 15th and the recommendation made to the Board at the March meeting of the Board. The decision of the Board of Education is final dependent upon the merit of the program, the value to the school district, and the financial ability of the school district.

12. Jury Duty: Any teacher who must serve on jury duty will receive his regular pay, less the amount of money paid to him by the courts, for the time he is serving on jury duty.

13. Attendance Incentive:

Teachers who use a total of two (2) or less sick leave days either between the months of August and December or between the months of January and June shall receive additional compensation as follows:

0 days missed	\$250.00
Up to 1 day missed	\$125.00
Up to 2 days missed	\$ 75.00

The additional compensation shall be paid in a lump sum within a month after the attendance is awarded. However, in no event shall an employee who has provided a notice of retirement receive greater than a 6% increase in the total creditable earnings for the school year during which an attendance incentive is paid.

ARTICLE XIII. ASSIGNMENTS

- 1 Where administratively possible, a teacher shall have the right to remain in his or her current assignment.
- 2 A list of teacher vacancies shall be made available in advance to the faculty. In the event of a vacancy, there shall be a minimum notification of seven (7) school days prior to the filling of such vacancies, including summer. During the last two (2) weeks of school, or earlier, a complete list of teaching positions will be furnished to the faculty so that the teachers can indicate any change or changes they may desire. A written notification shall be sent to those teachers who have indicated a desire to change, if the indicated vacancy or vacancies become available. If a newly created position is open, all teachers on the faculty shall be notified. All eligible personnel applying for these vacancies must be considered, with selection based on qualifications, certifications, merit and ability, and relevant experience. A teacher choosing to fill a vacancy and subsequently choosing to fill a different vacancy may do so up until July 1. The decision of the Superintendent is final. All applicants for any vacancy, who do not occupy a bargaining unit position, will be approved if the teachers within the bargaining unit do not qualify for, or accept, such an appointment. This notification will apply except in case of emergency.
- 3 When a change in course offerings or a reduction in pupil enrollment necessitates a reduction at the junior high level, in the self-contained primary or in the intermediate grades, or in a special area, every effort will be made to achieve the necessary reassignments(s) on a voluntary basis.
- 4 When reassignment cannot be achieved on a voluntary basis, the following involuntary transfer procedure shall apply: The teacher with the lowest seniority in the specific self-contained grade so reduced or special area so reduced shall be displaced. When a reduction at the junior high level is necessary, the administration will make every effort to re-schedule the junior high staff using recognition, certification, and seniority as a criteria.
- 5 A teacher who has been displaced shall have the right to be reassigned to any open position of his or her choice for which he/she is licensed and/or endorsed and meets the minimum qualifications set forth in the District's job description for the position. In the event more than one teacher has been displaced, that teacher with the greatest seniority, as determined by the seniority list, shall be reassigned first. In the event there are no open positions for which a displaced teacher is certified, he/she shall be assigned to that position then held by the teacher lowest on the seniority list among those holding positions for which he/she is licensed and/or endorsed and meets the minimum qualifications set forth in the District's job description for the position. That teacher with the lowest seniority shall then become displaced.
- 6 If an honorably dismissed teacher is qualified for a position that becomes vacant during the recall period, such teacher shall be offered the position prior to any transfer being made to fill such position.

ARTICLE XIV. COMPENSATION

1. During the term of this Agreement, compensation shall be in accordance with salary schedules attached as Appendix B. These schedules are based on the following language, and depict salary with and without the percentages of Board paid TRS retirement contributions.

2016-2017: There will be an increase of three percent (3.00%) on each teacher's salary in schedule steps including those off the schedule.

In addition to the increase in salary listed for this school year, the Board will pay the teacher's retirement contribution to TRS at the percentage rate as it existed on July 1, 2016 (9.0%).¹

2017-2018: There will be an increase of three percent (3.00%) on each teacher's salary in schedule steps including those off the schedule.

In addition to the increase in salary listed for this school year, the Board will pay the teacher's retirement contribution to TRS at the percentage rate as it existed on July 1, 2016 (9.0%).

2. In order to facilitate the ease of calculating and working with salaries, the following procedures will be utilized in determining actual salaries that are to be paid and listed in the salary schedule:
 - A. any salary that is calculated having the cents portion fall between 01 cent and 49 cents will be rounded *down* to the next nearest whole dollar, thereby providing for only whole dollar amounts being listed in the salary schedule.
 - B. any salary that is calculated having the cents portion fall between 50 cents and 99 cents will be rounded *up* to the next nearest whole dollar, thereby providing for only whole dollar amounts being listed in the salary schedule.
3. A. If an eligible teacher elects not to be covered by the District's group health insurance plan, the Board will pay a monetary stipend to the teacher of \$700.00 per year. This is paid in two installments of \$350.00 each occurring in January and June

¹ Per TRS Employer Bulletin 17-01, when an employer pays any portion of a teacher's retirement contribution in addition to salary, the employer-paid retirement contributions are reportable as creditable earnings for the teacher ("salary schedule add-on method"). When the employer agrees to pay the entire 9.0% TRS contribution, creditable earnings are computed by multiplying the salary paid to the member by 1.098901 or by dividing the teacher's gross salary by 0.910. This add-on factor results in a higher amount of reportable creditable earnings for the teacher than if the teacher's salary included TRS and the 9.0% retirement contribution was withheld from the teacher's salary ("salary schedule reduction method").

Under the "salary schedule reduction method", the teacher's creditable earnings are equal to his/her salary schedule amount. For example, if the teacher's salary on the schedule is \$43,600 ($\$40,000 \times 9.0\% = \$3,600 + \$40,000 = \$43,600$), the teacher's creditable earnings equals \$43,600. In contrast, under the "salary schedule add-on method", if the teacher's salary is \$40,000 (because TRS is not included), the teacher's creditable earnings equals \$43,956 ($\$40,000 \times 1.098901 = \$43,956$). As such, the District's agreement to pay the teacher's entire TRS retirement contribution results in higher reportable creditable earnings for the teacher each and every year. Notably, the differences in reportable creditable earnings using the above example is \$356.00.

of each school year. The payment benefit will be prorated in accordance with an employee's eligibility date if hired after the start of the school year. A "flexible benefit plan" is an option offered by an employer to employees who are covered under TRS to receive cash in lieu of employer provided insurance.

- B. The Board will provide health, life, and dental insurance for all full-time employees. Employees will make the following annual contributions towards insurance costs:

HEALTH INSURANCE CONTRIBUTIONS

<u>YEAR</u>	<u>SINGLE</u>	<u>FAMILY</u>
2016-2017	\$1,050.00	\$1,815.00
2017-2018	\$1,050.00	\$1,815.00

- C. The individual deductible paid by the employee shall be \$250.00 per calendar year per insured individual (3 times individual deductible for family maximum not to exceed \$750.00). The remaining plan deductible shall be paid by the Board per calendar year.

Prescription medication out-of-pocket rates shall remain the same for employees as of the 2012-2013 medical plan rates. The Board shall reimburse employees for any and all additional prescription expenses beyond the 2012-2013 medical plan rates.

4. If the spouse of a teacher who is enrolled in the District's group health insurance plan is employed by another employer and that spouse is provided or offered health care coverage by his/her employer, that spouse must be enrolled for that employer's coverage. Coverage under the District's group health insurance plan will be secondary under the plan's coordination of benefits provisions. This provision will be applied to the extent permissible by law. The District will reimburse the teacher for the premium incurred directly by the spouse related to enrolling in spouse's employer's plan, up to \$10,000 annually. Teacher must provide proof of spouse's enrollment in the spouse's employer's health insurance plan. Teacher may be required, no more than twice annually, to provide documentation of teacher's spouse's contribution to spouse's employer's health insurance plan.
5. Any teacher who is employed part time will pay the amount of the Health Insurance Contributions stated in item B. above. Any teacher who becomes eligible for Medicare while employed, will receive health insurance benefits in accordance with Medicare Law.
6. The Board shall reimburse teachers for the cost of eye examinations and/or eye glasses and/or contact lenses to a maximum of two hundred fifty (\$250.00) dollars per full-time teacher (pro-rated for part-time) per fiscal year. The fiscal year is defined as July 1 through June 30.
7. It is hereby agreed that the Union shall hold the Board harmless and indemnify the Board, its members, agents, and employees against all liabilities, loss, and expense of whatever nature arising out of the Board's agreement to make payments on behalf of each teacher to the Illinois Teachers' Retirement System. If the Internal Revenue System or a court shall

determine that such amounts paid the Teachers' Retirement System are not excludable from the gross income of the teacher for income taxation purposes, the Board shall commence to withhold federal and state income taxes on all funds transmitted to the retirement system.

8. Each year the Union shall appoint one member to serve as liaison to any and all District insurance advisory committees or teams.

ARTICLE XV. RETIREMENT INCENTIVE AND BONUS

1. Retirement Incentive

A. Six Percent Increase

For teachers who qualify under this retirement benefits plan as set forth below and provide up to a three (3) years advance irrevocable notice of retirement, the Board shall grant the teacher increases in the teacher's total TRS creditable earnings (including any extracurricular pay or monetary stipends) of six percent (6.0%) per year over the previous year's total creditable earnings for each year of employment before retirement that the teacher provides notice -- up to three (3) school years prior to retirement.

The 6% annual retirement benefits increases shall be calculated based upon the teacher's total annual creditable earnings in the teacher's school year of retirement notification, inclusive of any extracurricular pay or monetary stipends paid to the teacher. These annual retirement benefits increases shall be prorated over the teacher's regular pay periods. In no event shall this provision result in a teacher being provided with more than a six percent (6%) increase over the previous year's total creditable earnings in any single year of employment.

2. Qualifications and Limitations for Six Percent Increases

To be eligible for the retirement benefit described in this Article, a teacher must comply with all of the following requirements and limitations:

- A. The teacher must be eligible for retirement under the Illinois Teacher's Retirement System and apply for and receive retirement benefits commencing at the end of the final school year of employment pending completion of all Illinois Teacher's Retirement System requirements.
- B. The teacher must be eligible to retire under the Illinois Teacher's Retirement System ("TRS") without requiring/causing a mandatory Board contribution required by TRS as a result of the retirement and without requiring/causing any penalty under the TRS six percent (6%) cap on creditable earnings and/or the TRS cap on sick day allotment.
- C. The teacher must maintain the same level of compensated duties during any period in which six percent (6%) increases are provided under this Article XV as that performed in the year prior to receiving the six percent (6%) increases under this Article XV and the teacher will not be required to increase that level.

Teachers who do not maintain the same level of compensated duties above their salary in any year in which they receive the six percent (6%) increase will be paid a pro-rated amount for that year, based on the total creditable earnings for duties actually performed. An example of this pro-ration is set forth in Appendix D.

- D. The teacher must be at least in the tenth year of service in the District during the year upon which notice under this Article is provided.
- E. To participate in this retirement plan, and receive benefits hereunder, the teacher must submit an irrevocable letter of retirement in which the retirement benefit is requested by May 1 of the 4th, 3rd or 2nd year preceding the teacher's final school year of employment. To be eligible for the minimum benefit under this provision (a one year 6% bonus), the teacher would have to provide notice by May 1st of the school year prior to the teacher's last school year of employment. An example of this Notice provision is set forth in Appendix D.
- F. Any teacher who commences participation in this retirement benefits plan and who leaves the District before the retirement date stated in the irrevocable notice of retirement, with the exception of the death or total disability of the teacher during the final 3, 2 or 1 years of employment, and if such premature departure causes the Board any of the above payments or penalties set forth in paragraph 2 of this Article XV, shall reimburse the District for the costs incurred by the District as a result of the premature departure.

3. Post Retirement Severance Bonus Payment

Teachers employed by the District prior to October 26, 2000 shall be eligible for this retirement severance bonus payment. When a teacher retires, he or she shall receive a post-retirement severance payment based on accumulated time with the District, of one month's pay for the first ten (10) years and one-tenth (1/10) of a month's pay for each additional year of service. This severance payment will be paid in one lump sum after the last regular paycheck, but no earlier than thirty two (32) days after the effective date of retirement and no later than sixty (60) days after the effective date of retirement.

4. Post Retirement Insurance Benefit

Teachers who terminate their service with the Board and retire from teaching may, at their option, continue in the group health/major medical and/or dental insurance plans provided by the Board in accordance with COBRA. Any teacher who retires from School District No. 155 prior to reaching age 65, shall be allowed to continue to participate in the District's group hospitalization program until the teacher reaches age 65 or becomes Medicare eligible, whichever is earlier, provided that the teacher pays for the entirety of the monthly premium (calculated on the basis of the costs of COBRA) and, when applicable, provided that the insurance carrier agrees to such continuation.

ARTICLE XVI. TRS CREDITABLE EARNINGS LIMITATION

The District shall not increase a teacher's creditable earnings for any year of the teacher's annual earnings for purposes of TRS retirement annuity calculation above six percent (6%). The purpose of this provision is to ensure that the District shall not incur any financial penalty pursuant to provisions of the Pension Code and/or TRS rules and regulations. Notwithstanding any contrary or other provision of this contract, including but not limited to any salary schedules, in the event a teacher's TRS creditable earnings would increase by more than 6% in any given year of this contract, that teacher shall only receive the maximum increase allowed under this provision. This provision shall only apply to teachers who are within five (5) years of TRS retirement eligibility, regardless of whether the teacher is actually retiring or submitting a notice of retirement.

ARTICLE XVII. SAVINGS CLAUSE

In the event that any provision of this agreement is or shall, at any time, be held to be contrary to law in the State of Illinois or the United States or by a court of competent jurisdiction from whose judgment or decree no appeal has been taken within the time provided for doing so, all other provisions of this agreement shall continue in effect.

ARTICLE XVIII. TRS REOPENER

In the event that the Pension Code is amended or the Illinois Teachers' Retirement System adopts final rules that impact the benefits contained within Article XV specific to retirement, the Board and the Union agree that negotiations to address only the items specifically amended will be reopened within sixty (60) days of notice by either party.

ARTICLE XIX. SENIORITY

1. Seniority

- A. To the extent seniority is a permissible consideration, the following guidelines will apply:
- (1) Continuous years of service in the district – a leave of absence does not interrupt seniority; a resignation does cause loss of seniority.
 - (2) When seniority is equal, years of teaching outside the district, including any prior years in the district which were lost by resignation shall be counted to determine who has the greater seniority. If total past experience of two or more teachers is equal, length of previous experience in the district shall be the determining factor for seniority purposes.
 - (3) If seniority is still equal, the date of employment granted by the School Board shall be the determining factor.
 - (4) The final determinant shall be the date on the application filed by the teacher. If the date is the same or unknown the determinant shall be by lottery.
 - (5) A full year of teaching will count as a full year of seniority. Any fractional part of a year taught will be counted as such.
- B. Employment in the district which is less than full-time or full year shall be counted pro rata in computing length of service. Periods of unpaid leaves of absence of more than sixty (60) consecutive days shall not be counted in determining length of service.
- C. The Board shall annually prepare a seniority list by December 15 and a copy thereof shall be transmitted electronically to Union President or designee. Such list shall be prepared in accordance with the provisions of this Article. Should the Union or teacher disagree with the placement of a teacher on such list, the Union or teacher shall notify the Superintendent.

ARTICLE XX. DURATION OF CONTRACT

This agreement shall be in full force and effect from the first teacher employment day of the 2016-2017 school term through the calendar day preceding the first teacher employment day of the 2018-2019 school term.

Dated: November 3, 2016

UNION

THE BOARD OF EDUCATION


President


President


Chair, Negotiations Team


Secretary

APPENDIX A. SUMMARY OF BENEFITS

LIFE INSURANCE BENEFITS - All Employees who participate in the District's health insurance plan shall receive a \$30,000.00 life insurance benefit.

Calumet City 155
Appendix B
2016-2017 Salary Schedule

	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20
1	35,330 32,150	35,478 32,285	35,621 32,415	35,867 32,639	35,991 32,752	36,122 32,871	36,270 33,006
2	36,284 33,018	36,435 33,156	36,582 33,290	36,733 33,427	36,962 33,635	37,098 33,759	37,249 33,897
3	37,266 33,912	37,421 34,053	37,573 34,191	37,726 34,331	37,960 34,544	38,103 34,674	38,258 34,815
4	38,279 34,834	38,437 34,978	38,593 35,120	38,751 35,263	38,990 35,481	39,138 35,616	39,298 35,761
5	39,320 35,781	39,482 35,929	39,644 36,076	39,804 36,222	40,051 36,446	40,205 36,587	40,367 36,734
6	40,395 36,759	40,559 36,909	40,724 37,059	40,890 37,210	41,141 37,438	41,302 37,585	41,469 37,737
7	41,516 37,780	41,687 37,935	41,856 38,089	42,025 38,243	42,286 38,480	42,451 38,630	42,621 38,785
8	42,688 38,846	42,862 39,004	43,038 39,165	43,211 39,322	43,478 39,565	43,651 39,722	43,825 39,881
9	43,914 39,962	44,093 40,125	44,273 40,288	44,451 40,450	44,724 40,699	44,903 40,862	45,085 41,027
10	45,171 41,106	45,358 41,276	45,541 41,442	45,726 41,611	46,008 41,867	46,191 42,034	46,376 42,202
11	46,468 42,286	46,658 42,459	46,849 42,633	47,037 42,804	47,327 43,068	47,516 43,240	47,705 43,412
12	47,788 43,487	47,987 43,668	48,186 43,849	48,385 44,030	48,693 44,311	48,890 44,490	49,090 44,672
13	49,232 44,801	49,443 44,993	49,654 45,185	49,864 45,376	50,186 45,669	50,397 45,861	50,607 46,052
14	50,812 46,239	51,035 46,442	51,259 46,646	51,479 46,846	51,822 47,158	52,042 47,358	52,263 47,559
15	52,533 47,805	52,771 48,022	53,008 48,237	53,242 48,450	53,605 48,781	53,838 48,993	54,074 49,207
16	54,152 49,278	54,402 49,506	54,653 49,734	54,900 49,959	55,282 50,307	55,530 50,532	55,780 50,760
17	55,502 50,507	55,785 50,764	56,052 51,007	56,318 51,249	56,722 51,617	56,988 51,859	57,255 52,102
18	57,278 52,123	57,549 52,370	57,826 52,622	58,102 52,873	58,521 53,254	58,793 53,502	59,071 53,755
19	58,352 53,100	58,626 53,350	58,898 53,597	59,174 53,848	59,593 54,230	59,869 54,481	60,141 54,728
20		59,753 54,375	60,027 54,625	60,302 54,875	60,722 55,257	60,996 55,506	61,270 55,756
21			61,387 55,862	61,659 56,110	62,080 56,493	62,355 56,743	62,627 56,991
22			62,786 57,135	63,060 57,385	63,560 57,840	63,837 58,092	64,112 58,342

Calumet City 155
Appendix B
2017-2018 Salary Schedule

	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20
1	35,436 32,247	35,586 32,383	35,727 32,512	36,077 32,830	36,101 32,852	36,230 32,969	36,379 33,105
2	36,390 33,115	36,543 33,254	36,689 33,387	36,943 33,618	37,071 33,735	37,205 33,857	37,358 33,996
3	37,373 34,009	37,529 34,151	37,680 34,289	37,835 34,430	38,070 34,644	38,211 34,772	38,367 34,914
4	38,384 34,929	38,544 35,075	38,700 35,217	38,858 35,361	39,099 35,580	39,246 35,714	39,405 35,859
5	39,427 35,879	39,590 36,027	39,752 36,174	39,913 36,321	40,159 36,545	40,312 36,684	40,477 36,834
6	40,499 36,854	40,667 37,007	40,833 37,158	40,999 37,309	41,252 37,539	41,412 37,685	41,578 37,836
7	41,607 37,862	41,776 38,016	41,946 38,171	42,116 38,326	42,375 38,561	42,542 38,713	42,713 38,869
8	42,762 38,913	42,937 39,073	43,112 39,232	43,286 39,390	43,554 39,634	43,724 39,789	43,900 39,949
9	43,968 40,011	44,147 40,174	44,330 40,340	44,508 40,502	44,782 40,752	44,960 40,914	45,140 41,077
10	45,232 41,161	45,416 41,329	45,601 41,497	45,785 41,664	46,066 41,920	46,251 42,088	46,437 42,258
11	46,526 42,339	46,719 42,514	46,907 42,685	47,098 42,859	47,388 43,123	47,577 43,295	47,767 43,468
12	47,863 43,555	48,058 43,733	48,255 43,912	48,448 44,088	48,747 44,360	48,942 44,537	49,136 44,714
13	49,222 44,792	49,426 44,978	49,631 45,164	49,836 45,351	50,154 45,640	50,357 45,825	50,563 46,012
14	50,709 46,145	50,926 46,343	51,144 46,541	51,359 46,737	51,691 47,039	51,909 47,237	52,125 47,434
15	52,336 47,626	52,566 47,835	52,797 48,045	53,023 48,251	53,377 48,573	53,603 48,779	53,831 48,986
16	54,109 49,239	54,355 49,463	54,598 49,684	54,840 49,904	55,213 50,244	55,454 50,463	55,696 50,683
17	55,776 50,756	56,034 50,991	56,292 51,226	56,547 51,458	56,941 51,816	57,196 52,048	57,454 52,283
18	57,167 52,022	57,458 52,287	57,733 52,537	58,007 52,786	58,424 53,166	58,698 53,415	58,973 53,665
19	58,997 53,687	59,276 53,941	59,562 54,201	59,845 54,459	60,277 54,852	60,557 55,107	60,844 55,368
20		60,386 54,951	60,665 55,205	60,948 55,463	61,381 55,857	61,665 56,115	61,945 56,370
21			61,829 56,264	62,111 56,521	62,544 56,915	62,825 57,171	63,109 57,429
22			63,229 57,538	63,509 57,793	63,943 58,188	64,225 58,445	64,507 58,701

Appendix C
COACHING SALARY SCHEDULE

Boys Basketball (11 Weeks) November – January	6th Asst. Head	\$1,600.00 \$1,800.00 \$2,100.00
Girls Volleyball (11 Weeks) January – March	Junior Varsity Asst. Head	\$1,600.00 \$1,800.00 \$2,100.00
Boys and Girls Track (6 Weeks) April – May	Asst. Head	\$ 675.00 \$ 825.00
Cheerleading (11 Weeks) November – January	Pep Combined	\$ 950.00
Girls Basketball (11 Weeks) August– October	Asst. Head	\$1,800.00 \$2,100.00
Intramural Soccer (6 Weeks) Mon. Wed. Fri. - 1 Hour	Director	\$ 725.00/yr.

If a
coach
takes

two

positions in the same sport, he/she will be paid 80% of the amount for the second position. Pay will be distributed in two installments - Mid season and conclusion of season. CPR certification is required (training cost will be paid by the District.)

Band Director: \$2,600.00/yr.

Chorus Director: \$1,250.00/yr.

Yearly stipends will be paid in two equal installments. (mid January and the last day of school).
Field Trip Stipends No teacher shall be asked to attend a before or after school, overnight or weekend field trip, unless it is on a voluntary basis. Attending a field trip beyond the regular workday will be paid at the extra duty rate of \$23.00/hr.

HOURLY RATES

Student Council \$22.00/hour (Not to exceed 35 student contact hours)

Drama (Same as above)

Saturday Detentions (Same as above)

Saturday School

Requires Planning and Instruction \$27.00/hour

After Hour Instructional Program \$27.00/hour
i.e. Remedial Math, Remedial Reading Writer's Workshop, etc.

Certified Trainers Level 1 \$85.00/hour (maximum of 7 contact hrs., 8 prep. hours)

Certified Trainers Level 2 \$55.00/hour (maximum of 6 contact hrs., 1 prep hour)

Homebound Teacher In the event that a tutor for a homebound student is needed, the following procedure will be used:

- (1) The teacher who has a child to be tutored in his or her homeroom will be given the job if he or she so desires.
- (2) If that teacher does not wish to accept the position, posting of the position will be waived and a notice will be sent to all teachers informing them of the tutoring position and that any teacher who is interested in the position is to submit his or her request in writing to the Superintendent or his designee within two (2) days of the notice.
- (3) Certification and seniority will be a basis for the selection of the tutor on a rotating basis.
- (4) Salary rate to be paid will be \$40.00 per hour.

Extra duty forms must be submitted within two weeks of the last day of the month in which the duty was completed.

APPENDIX D. EXAMPLES OF APPLICATION OF ARTICLE XV

1. Example of Pro-ration of benefit where teacher's compensated duties decrease during incentive payment period in accordance with Article XV. 2. (c).

Teacher provides notice of intent to retire on April 30, 2017 with effective date of retirement of June 30, 2021. The level of compensated duties between the 2016-2017 school year and thereafter decreases.

School Year	Compensation	
2016-17	\$ 50,000.00	Teaching Salary including TRS
	\$ 2,000.00	Coaching including TRS
	\$ 1,000.00	After school duty including TRS
	\$ 53,000.00	Total Creditable Earnings

On April 30, 2017 a teacher notifies the Board of their intent to retire June 2021. The Board will increase the teacher's salary by 6% for the three years

2017-18	\$ 53,000.00	Teaching Salary including TRS
	\$ 2,120.00	Coaching including TRS
	\$ 1,060.00	After school duty including TRS
	\$ 56,180.00	Total Creditable Earnings

2018-19	\$ 56,180.00	Teaching Salary including TRS
	\$ 2,247.20	Coaching including TRS
	\$ 1,123.60	After school duty including TRS
	\$ 59,550.00	Total Creditable Earnings.

Prior to the start of the 2019-2020 school year the teacher notifies the Board of desire to drop all extra duty assignments. Therefore the teacher's salary for the 2019-2020 school year would need to be recalculated to reflect the removing of these extra duty assignments.

\$ 59,550.00	last year's total creditable earnings
\$ 2,247.20	less coaching
\$ 1,123.60	less after school duty
\$ 56,179.00	new base salary

There the 6% increase would be added to \$56,179.00

2019-20	\$ 59,550.00	Teaching Salary including TRS
2020-21	\$ 63,123.00	Teaching Salary including TRS

2. Example of Notice Provision in accordance with Article XV.A 2. (e).

Teacher A (who meets the qualifications of the plan) provides an irrevocable notice of retirement on April 30, 2017, with an effective date of retirement of June 30, 2020. Teacher A has provided notice before May 1st of Teacher A's fourth year before retirement and will receive up to 6% bonus in total creditable earnings in each of the three years before

retirement, including the 2017-2018, 201-2019 and 2019-2020 school years. Teacher B provides a notice of retirement on April 28, 2018 for an effective date of June 30, 2019. Teacher B has provided notice in the second year before retirement and thus would be eligible for an up to 6% bonus in total creditable earnings for their final year.