

Certified Personnel

Terms and Conditions of Employment and Dismissal

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher workdays, including teacher institute days and conference days. Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Martin Luther King Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski Day); the second Monday in October (Columbus Day); and November 11 (Veterans' Day).

School Day

Teachers are required to work the school day adopted by the Board. Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

Salary

Teachers shall be paid according to the salaries fixed by the Board, but in no case less than the minimum salary provided by the School Code. Teachers shall be paid at least monthly on a 10- or 12-month basis.

Assignments and Transfers

The Superintendent or designee is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

The District will follow State law when dismissing a teacher.

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

Part-Time Assignments

Except as otherwise determined by the Superintendent, based on the District's needs respecting any particular school year, school, or class, teachers employed by the Board are hired as full-time teachers. No full-time teacher shall have any right to be assigned to a part-time position, except at the Superintendent's discretion. Any request made and initiated by a full-time teacher to be reassigned to a part-time position requires that such teacher agree that all rights which such teacher shall then have as a full-time teacher in respect to and under contractual continued service (as described in Sections 24-11 and 24-12 of The School Code) shall terminate when such full-time employment terminates. Nothing in this Section shall have any effect on the rights of any full-time teacher who has entered into contractual continued service, if such teacher's position is unilaterally changed to a part-time assignment by the Superintendent.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-20.60 (P.A. 100-356, final citation pending), 5/14-1.09a, 5/18-8, 5/22.4, 5/24-2,-16.5, 5/24-8, 5/24-9, 5/24-11, 5/24A-12.5/24-21, and 5/24A 1 through 24A 20.

820 ILCS 260/Nursing Mothers in the Workplace Act
Cleveland Bd. of Educ. v. Loudermill, 470U.S.532
(1985).

CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

ADOPTED: December 11, 2012

REVISED: March 20, 2018
February 26, 2019

May 24, 2022